



**Ex. G**  
**Department of Transformation and Shared Services**

Governor Asa Hutchinson  
Secretary Amy Fecher  
Director Kay Barnhill

June 15, 2022

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
Uniform Personnel Classification and  
Compensation Plan Subcommittee  
Joint Budget Committee  
State Capitol Building, Room 315  
Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Office of Personnel Management (OPM) submits a request from Department of Public Safety (DPS)- Division of Crime Victims Reparation Board (CVRB), to obtain one position from the OPM Growth pool established by Ark. Code Ann. §21-5-225(b). The classification, which is also a new title, requested is listed below:

<u>CLASS CODE</u>	<u>TITLE</u>	<u>GRADE</u>	<u>SALARY RANGE</u>
X220C	CVRB Senior Investigator	GS07	\$40,340 - \$58,493

**JUSTIFICATION**

CVRB has had a steady increase in the number of claims creating a back log of payments to the crime victims that are requesting relief.

DPS and CVRB have agreed to add an additional position of CVRB Investigator at an entry level classification of GS06 to allow a career incentive to a GSO7. The cost anticipated for this position is \$50,759.

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
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The Office of Personnel Management has reviewed this request and **recommends** the approval of one position from the OPM growth pool. Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill, Director  
Office of Personnel Management



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**SECRETARY OF TRANSFORMATION & SHARED  
SERVICES**

06/03/2022  
**DATE**

KB/sd:1-2



State of Arkansas  
Governor Asa Hutchinson

1374

DEPARTMENT OF PUBLIC SAFETY

JAMI COOK  
SECRETARY

1 State Police Plaza Drive  
Little Rock, Arkansas 72209  
Office: (501) 682-2260 Fax: (501) 682-1582



25 May 2022

Kay Barnhill  
State Personnel Administrator  
501 Woodlane Avenue, Suite 205  
Little Rock, AR 72201

RE: Pool Position Request

Ms. Barnhill:

The Arkansas Department of Public Safety (DPS) – Division of Crime Victims Reparation Board (CVRB) - would like to request one position from the OPM Growth Pool. Below is a listing of the requested classification and the costing.

Position being requested					
Business Area	Position Number	Class Code	Title	Grade	Annual Salary
9913	NEW	X220C	CVRB SENIOR INVESTIGATOR	GS07	\$36,155*

CVRB has had a steady increase in the number of claims that have been received since they were transferred to DPS. During the session, titles were established, and revenue was obtained to consolidate the unit. On Monday, 25 April, a legislative hearing was held to discuss the back log of payments that have not been made to victims. As a result, DPS agreed to add an additional position to CVRB. The initial plan was to transfer one from shared services, but this cannot be done except during session. As a result, DPS and CVRB would like to request a position from the growth pool to be established at the GS07 grade level. The position will be downgraded to a GS06 CVRB Investigator, the entry level classification. That is the reason for the salary being lower than the entry for a GS07.

Although the cost for CVRB will be the normal salary and match, the position has been budgeted in the annual operations plan and the division has sufficient appropriation and funding to cover the cost. As part of this request, DPS will unbudget a GS06, position number 22090342, and surrender it during the biennial budgeting process. This will allow for a net growth of zero for the department.

I appreciate your consideration on this request. If you have any questions, please feel free to contact Phillip Warriner and he can supply you with any additional information or clarification which you may need.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jami Cook', with a stylized flourish at the end.

Jami Cook  
Secretary  
Arkansas Department of Public Safety



Department of Transformation and Shared Services  
Office of Personnel Management  
Request for Pool Position

Business Area	Department Name / Agency Name	Date
9913	DPS - CVRB	05/25/2022

**Position(s) to be Surrendered**

Position/Item Number	Classification Title	Pay Grade	Class Code
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**Classification(s) Requested**

Classification Title	Pay Grade	Class Code
CVRB Senior Investigator	GS07	X220C

I hereby certify that:

- A. The position requested is critical to the operation of this Agency and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full-time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency.
- E. No current employee will be displaced by this action.

HR Administrator's Signature

Date

Department Secretary's Signature

Date