



STATE OF ARKANSAS
**Department of Finance
and Administration**

**OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office**
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November 13, 2013

Representative Andrea Lea, Co-Chairperson
Senator Uvalde Lindsey, Co-Chairperson
Uniform Personnel Classification and
Compensation Plan Subcommittee
Arkansas Legislative Council
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Co-Chairs:

The Office of Personnel Management (OPM) submits a request from the Arkansas Department of Community Correction (DCC) for your review.

The DCC is requesting one position from the central growth pool established by Arkansas Code 21-5-225 (b) which states:

- (1) The office shall establish and maintain a central growth pool of two hundred (200) career service positions at grade C130 and one hundred (100) professional and executive positions at grade N922 to be used to establish additional positions in state agencies of the proper classification and grade when the state agency does not have sufficient positions available with the appropriate classification and grade to meet an agency's mandated responsibilities.*
- (2) Central growth pool positions are to be used by the state agencies if the personnel services needs exceed the number of positions in a classification authorized by the General Assembly and were not anticipated at the time of the passage of the agency's operating appropriation act.*
- (3) No position established under this section may exceed a salary rate in excess of the highest rate established by grade in the requesting agency's appropriation act.*
- (4) The agency shall provide justification to the office for the need to allocate positions from the central growth pool.*
- (5) Titles shall not be assigned to the agency from the central growth pool until specific positions are requested by the agency, recommended by the office, and reviewed by the Personnel Committee.*
- (6) If the new classifications are necessary for any of these additional positions, the office may assign the appropriate title and grade after review by the Personnel Committee.*

(7) If an agency requests any central growth pool position to be continued during the subsequent fiscal year, the position must be requested as a new position in the agency's subsequent fiscal year budget request.

The agency is requesting the classification listed below:

<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
Program Administrator Parole and Probation Services	T004C	C128

JUSTIFICATION

The purpose of this request is to aid the agency in achieving efficiency in handling new responsibilities due to legislation passed during the 89th General Assembly. Act 1190 of 2013 directed DCC to convene joint sessions with a myriad of state agencies as well as criminal defenses and other state, county, or local agencies as appropriate to create a holistic, seamless approach for inmate re-entry into society.

Written findings for the creation of a Restorative Justice Reentry System is to be presented to the Interim House and Senate Committees on Judiciary by October 15, 2014.

This position is critical in DCC's ability to manage and oversee the creation of the re-entry system as well as manage implementation and ongoing re-entry program efforts. DCC's goal is to set a national standard for achieving the full potential of offenders successfully re-entering into society. It is also critical for helping to develop a network of community resources and service providers to assist offenders successfully return to society and become law-abiding, tax paying citizens.

Additionally, the Bureau of Justice just awarded DCC a one year re-entry planning grant. Arkansas is only one of ten states receiving the planning grant and a successful plan may enable DCC to receive an additional three years of funding for program implementation.

After review of the request and the proposed job duties, the Office of Personnel Management **recommends** the approval of DCC's request for one growth pool position, Program Administrator Parole and Probation Services, T004C, at a grade C128. The cost of approving this request is approximately \$55,156, which is the entry level of C128, excluding fringe benefits and insurance.

Representative Andrea Lea, Co-Chairperson
Senator Uvalde Lindsey, Co-Chairperson
November 13, 2013
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Your consideration of this request is greatly appreciated.

Sincerely,



Herbert M. Scott
State Personnel Administrator



Chief Fiscal Officer of the State

HMS/AB: 1-3

OCT 25 2013

Date



Arkansas Department of Community Correction

Two Union Plaza
105 West Capitol, 2nd Floor
Little Rock, AR 72201
Telephone #: (501) 682-2050

*"Service with Integrity
& Excellence"*

October 23, 2013

Mr. Herb Scott
1509 West Seventh Street
Suite 201 DFA Building
Little Rock, AR 72201

RECEIVED

OCT 24 2013

**OFFICE OF PERSONNEL MGMT
CLASS & COMP**

Dear Mr. Scott:

Arkansas Community Correction (ACC) is requesting one Program Administrator Parole & Probation Services (T004C) position, Grade C128, from the DFA Central Growth Pool.

Act 1190 of 2013 directed ACC to convene joint sessions with a myriad of state agencies, as well as criminal defense attorneys and any other state, county, or local agency as appropriate to create a holistic and seamless approach for reentry into society for persons in the custody of the Department of Correction. Written findings for the creation of a Restorative Justice Reentry System is to be presented to the Interim House and Senate Committees on Judiciary by October 15, 2014. This position is critical in DCC's ability to oversee and manage the creation of the Reentry System as well as manage implementation and ongoing re-entry program efforts. DCC's goal is to set a national standard on achieving the full potential of offenders successfully re-entering society.

In addition, the Bureau of Justice just awarded ACC a one-year Re-entry Planning grant. ACC is only one of ten states receiving the planning grant and a successful plan may enable us to receive an additional three years of funding for program implementation. Thus, the position is critical for helping develop a network of community resources and service providers to help offenders successfully return to society and become law-abiding taxpaying citizens.

Your favorable approval of this request will be appreciated.

Respectfully,


Sheila Sharp, Director