



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

**OFFICE OF PERSONNEL MANAGEMENT
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December 18, 2013

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

Dear Co-Chairs:

The Office of Personnel Management submits a compensation request from the Arkansas Department of Community Correction in accordance with Act 688 section 21-5-221(a) (b):

(a) To address specific employee compensation needs not otherwise provided for in this subchapter, a state agency or institution may pay additional compensation for current employees in specific positions or for classifications of positions assigned to a compensation plan authorized by the General Assembly for one (1) or more compensation differentials.

(b)(1) Authorization for one (1) or more compensation differentials may be approved if the:

(A) Agency or institution has documented the need for a compensation differential for specified positions or classifications;

(B) Agency or institution submits a plan of the terms and conditions of eligibility which must directly address the needs of the targeted positions or classifications for any requested compensation differential;

(C) Cost of implementing and maintaining a compensation differential is within agency's or institution's existing appropriation and shall not be implemented using funds specifically set aside for other programs within the agency or institution; and

(D) Compensation differential plan has been approved by the Office of Personnel Management after review by the Personnel Committee.

(2) Any compensation differential authorized under this section shall be renewed each fiscal year.

(3) The cumulative total of any compensation differentials paid to an employee shall not exceed twenty-five percent (25%) of the employee's base salary.

The Arkansas Department of Community Correction (DCC) requests a geographic compensation differential in Pulaski County (Areas 7 and 8) for the following classifications:

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<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>
DCC Parole/Probation Officer I	T092C	C116
DCC Parole/Probation Officer II	T093C	C117
DCC Parole/Probation Officer	T045C	C118
DCC Parole/Probation Asst. Area Manager	X042C	C121
DCC Parole/Probation Area Manager	X025C	C123

DCC continues to have high turnover due to the unique variables associated with the above classifications within these areas. With the current officer/offender caseload ratios DCC Parole/Probation Officers are continuously struggling to effectively manage their caseloads. Over the last few years officers have experienced an increase in their caseload numbers which has greatly affected the agency's internal and external turnover within the listed classifications. The current turnover rates are as follows:

<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>TURNOVER</u>
DCC Parole/Probation Officer I	T092C	C116	13.90%
DCC Parole/Probation Officer II	T093C	C117	17.22%
DCC Parole/Probation Officer	T045C	C118	5.67%
DCC Parole/Probation Asst. Area Manager	X042C	C121	8.57%
DCC Parole/Probation Area Manager	X025C	C123	18.75%

In order for DCC to stabilize the increasing turnover rate the requested geographic compensation differential would provide new and existing employees an incentive to continue their employment within DCC.

The Office of Personnel Management has reviewed the submitted documentation by the Arkansas Department of Community Correction and recommends the geographic compensation differential rate up to 6.0% for all classifications listed above in Pulaski County (Areas 7 and 8). The agency will be required to submit a monthly report outlining the use of the differential to OPM for submission to the Uniform Personnel Classification and Compensation Plan Subcommittee.

Your consideration of this request is appreciated.

Sincerely,



Herbert M. Scott
State Personnel Administrator

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Chief Fiscal Officer of the State

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Date

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Arkansas Community Correction

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December 5, 2013

Mr. Herb Scott
State Personnel Administrator
1509 West 7th
Little Rock, AR 72203

Dear Mr. Scott:

Arkansas Community Correction (ACC) is requesting a Geographic Differential for Pulaski County (Area 7 & 8) for the following classifications:

<u>Class Code</u>	<u>Title</u>	<u>Grade</u>	<u>%</u>
T092C	DCC Parole/Probation Officer I	C116	up to 6%
T093C	DCC Parole/Probation Officer II	C117	up to 6%
T045C	DCC Parole/Probation Officer	C118	up to 6%
X042C	DCC Parole/Probation Asst. Area Manager	C121	up to 6%
X025C	DCC Parole/Probation Area Manager	C123	up to 6%

With the current officer/offender caseload ratios averaging 150 per officer in Pulaski County, ACC continuously struggles to effectively manage caseloads. Over the last few years, officers have experienced an increase in their caseload numbers which has greatly affected the agency's turnover (internal and external) within these classifications. The turnover rate in Pulaski County as a whole for Fiscal Year 2013 calculated to 48.90%, with the Parole/Probation Officer (PPO) classification at 49.50%. In order for ACC to stabilize the increasing turnover rate, the approval of the requested Geographic Differential would provide new and existing employees with an incentive to continue working within ACC.

Area 7 in Pulaski County is responsible for the supervision of offenders on probation. This Area has a total of 40 positions that would be eligible for the 6% Geographic Differential. The cost for this Area for the 6% differential is \$71,184.91, matching is \$19,931.77, which calculates to a total cost of \$91,116.68.

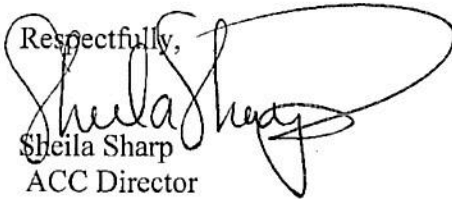
Area 8 in Pulaski County is responsible for the supervision of offenders on parole. This Area has a total of 65 positions that will be eligible for the 6% Geographic Differential. The cost for this

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Area for the 6% differential is \$110,679.68, matching is \$30,990.31, which calculates to a total cost of \$141,669.99.

The grand total for both Area's 7 & 8 calculates to \$181,864.59 for the 6% differential, \$50,922.08 for matching, which totals to \$232,786.67 for 105 positions. ACC has the funding available to implement this differential for those classifications previously listed.

Public safety is ACC's top priority and the approval of this request is critical for us to reduce the turnover of officers in the state.

Respectfully,

Sheila Sharp
ACC Director

