



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

OFFICE OF PERSONNEL MANAGEMENT  
**Administrator's Office**  
1509 West Seventh Street, Suite 201  
Post Office Box 3278  
Little Rock, Arkansas 72203-3278  
Phone: (501) 682-1753  
FAX: (501) 682-5104

May 13, 2015

Senator Uvalde Lindsey, Co-Chairperson  
Representative Lanny Fite, 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 has been notified by Arkansas School for the Deaf and Arkansas School for the Blind of an upcoming Reduction In Force (RIF) that will affect employees of both schools.

During the FY 2016 budget process, it was determined that the shared services unit for both schools was not meeting the needs of each campus. A decision was made to separate and reclassify positions to allow each school to have their individual administrative, maintenance, public safety, and transportation services. The Board of the Arkansas Schools for the Deaf and Blind determined that the fairest process for all employees was to enact a RIF for employees in the shared services cost center.

Please find an attached listing of positions that will be affected by the Workforce Reduction. Employees in these positions will be placed on the OPM RIF roster. This will enable these employees to receive special re-employment benefits. If either schools choose an employee that has been placed on the OPM roster that position will not have to be advertised. Each school will have to go through normal advertising procedures if they elect to hire someone who is not on the OPM roster. This RIF will go into effect on **June 21, 2015**.

I will be happy to provide any additional information required.

Sincerely,

Kay Barnhill Terry  
State Personnel Administrator

Chief Fiscal Officer of the State

**MAY 04 2015**

Date

KBT:1  
Attachments

**REDUCTION IN FORCE  
SCHOOLS FOR THE DEAF AND BLIND**

Agency	Pos #	Last Name	First Name	Years of Service	Job Title	Grade	Exit Salary	Exit Date
Sch for the Blind	22082342	LOGAN	DOUGLAS	7.5	MAINTENANCE TECHNICIAN	C113	\$28,721.47	6/20/2015
Sch for the Deaf	22082278	VALLEY	ALMA	30	FISCAL SUPPORT MANAGER	C123	\$68,888.77	6/20/2015
Sch for the Deaf	22082474	RICHARDSON	ZOREDA	22	PERSONNEL MANAGER	C121	\$46,328.67	6/20/2015
Sch for the Deaf	22077342	TERRY	MELINDA	1.5	AGENCY FISCAL MANAGER	C121	\$53,264.00	6/20/2015
Sch for the Deaf	22082459	FALLS	RICHARD	22	CAMPUS MAINTENANCE SUPERVISOR	C119	\$47,814.21	6/20/2015
Sch for the Deaf	22082398	PARTRIDGE	STEVE	0.5	ASD/ASB TRANSPORTATION SVS COORD	C119	\$40,400.05	6/20/2015
Sch for the Deaf	22077343	NASH	BONITA	12	ASSISTANT PERSONNEL MANAGER	C118	\$37,376.98	6/20/2015
Sch for the Deaf	22082396	BALLARD	ELIZABETH	19	ACCOUNTANT	C117	\$40,463.28	6/20/2015
Sch for the Deaf	22077343	HODGES	BREONDA	17	ACCOUNTANT	C117	\$41,958.18	6/20/2015
Sch for the Deaf	22082473	HAYES	JAMES	28	SKILLED TRADESMAN	C115	\$40,947.92	6/20/2015
Sch for the Deaf	22082410	FAIRCHILD	JERRY	27	SKILLED TRADESMAN	C115	\$42,583.22	6/20/2015
Sch for the Deaf	22082391	MCCLARDD	PATRICIA	13	PAYROLL SERVICES SPECIALIST	C115	\$31,899.92	6/20/2015
Sch for the Deaf	22082416	PUMPHREY	JOEL	6.5	SKILLED TRADESMAN	C115	\$30,967.66	6/20/2015
Sch for the Deaf	22082400	VACANT			SKILLED TRADESMAN	C115		
Sch for the Deaf	22082382	STRONG	RONNIE	30	LANDSCAPE SUPERVISOR	C113	\$30,265.04	6/20/2015
Sch for the Deaf	22082350	HESTER	EUGENE	18	MAINTENANCE TECHNICIAN	C113	\$30,265.04	6/20/2015
Sch for the Deaf	22082394	FELLS	DON	9.5	MAINTENANCE TECHNICIAN	C113	\$28,298.61	6/20/2015
Sch for the Deaf	22082384	KING	BROOKS	6	MAINTENANCE TECHNICIAN	C113	\$27,332.24	6/20/2015
Sch for the Deaf	22082437	WERNER	FELIX	6	MAINTENANCE TECHNICIAN	C113	\$28,298.61	6/20/2015
Sch for the Deaf	22082388	JOHNSON	PHYLLIS	24	ADMINISTRATIVE SPECIALIST III	C112	\$33,751.33	6/20/2015
Sch for the Deaf	22082395	MCKINNEY	JULIA	19	FISCAL SUPPORT SPECIALIST	C112	\$29,804.32	6/20/2015
Sch for the Deaf	22082336	VACANT			FISCAL SUPPORT SPECIALIST	C112		
Sch for the Deaf	22082333	VACANT			HUMAN RESOURCE ASSISTANT	C110		
Sch for the Deaf	22082371	ELAM	TIM	5	INSTITUTIONAL BUS DRIVER	C109	\$23,280.19	6/20/2015
Sch for the Deaf	22082320	WILLIAMS	PRESTON	19	INVENTORY CONTROL SPECIALIST	C108	\$29,362.94	6/20/2015
Sch for the Deaf	22082392	SMITH	DON	7	INSTITUTIONAL SERVICES ASSISTANT	C103	\$25,320.26	6/20/2015



# ASD

## Arkansas School for the Deaf

2400 West Markham • Little Rock, AR 72205 • (501) 324-9506 • (501) 324-9553 Fax  
Mike Phillips, Superintendent

April 21, 2015

Kay Terry  
1509 W 7<sup>th</sup>  
Little Rock AR 72201

Dear Kay,

A Reduction in Force is occurring at the Arkansas School for the Deaf and the Arkansas School for the Blind. The ASD/ASB Board of Trustees voted to end the following shared services between the two agencies: Business Office, Maintenance, Transportation, and Human Resources.

The Arkansas School for the Deaf positions affected by the Reduction in Force are as follows:

Job Title	Grade	Position #
Personnel Manager	C121	22082474
Payroll Svcs Specialist	C115	22082391
Accountant	C117	22082396
Fiscal Support Specialist	C112	22082395
Human Resource Assistant	C110	22082333
Fiscal Support Specialist	C112	22082336
Administrative Specialist III	C112	22082388
ASD/ASB Transportation Svcs Coordinator	C119	22082398
Institutional Bus Driver	C109	22082371
Inventory Control Specialist	C108	22082320
Fiscal Support Manager	C123	22082278
Campus Maintenance Supervisor	C119	22082459
Maintenance Technician	C113	22082384
Maintenance Technician	C113	22082394
Skilled Tradesman	C115	22082473
Maintenance Technician	C113	22082350
Skilled Tradesman	C115	22082416
Institutional Services Assistant	C103	22082392
Landscape Supervisor	C113	22082382
Maintenance Technician	C113	22082437
Skilled Tradesman	C115	22082422
Skilled Tradesman	C115	22082410
Maintenance Technician	C113	22082342



*Mike Phillips*

### MISSION STATEMENT

Working Together to Create Learning Opportunities for Academic Excellence and Personal Independence





JIM HILL  
SUPERINTENDENT

# ARKANSAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED

[ESTABLISHED 1859]

2600 WEST MARKHAM – P.O. BOX 668  
LITTLE ROCK, ARKANSAS 72203  
1-800-362-4451 – (501) 296-1810  
FACSIMILE: (501) 296-1831

April 20, 2015

Ms. Kay Terry, State Personnel Administrator  
Office of Personnel Management  
DFA Building, 1509 W. 7<sup>th</sup> Street, Suite 201  
Little Rock, AR 72201



Dear Kay,

A Reduction in Force is occurring at the Arkansas School for the Blind and the Arkansas School for the Deaf. The ASB/ASD School Board voted to separate the following shared services between the two agencies: Business Office, Maintenance Transportation, and Human Resources. The Arkansas School for the Blind positions affected by the Reduction in Force include:

- |                       |                 |  |
|-----------------------|-----------------|--|
| 1. Position: 22077341 | Pay Grade: C117 | Job Title: Account II                  |
| 2. Position: 22077343 | Pay Grade: C118 | Job Title: Assistant Personnel Manager |
| 3. Position: 22077342 | Pay Grade: C121 | Job Title: Agency Fiscal Manager       |

All other positions affected by the RIF belong to the Arkansas School for the Deaf.

Sincerely,

Jim Hill, Superintendent

JH/bjs

RECEIVED

APR 23 2015

OFFICE OF PERSONNEL MGT.  
DEPT. OF FIN. & ADMIN

FAXED

4/20/15