



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

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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 submits a request from the University of Central Arkansas (UCA) for your consideration.

The University of Central Arkansas has requested two professional certification compensation differentials totaling 6.0% for five law enforcement officer classifications as established by ACA 21-5-221. The requested professional certification compensation differentials and effected classifications are explained below.

JUSTIFICATION:

The University of Central Arkansas currently possesses thirty-two positions authorized as the effected classifications, which are listed below:

- T018C HE Public Safety Commander III C122
- T023C HE Public Safety Commander II C121
- T030C HE Public Safety Commander I C120
- T051C HE Public Safety Officer Supervisor C117
- T055C Public Safety Officer C116

These positions operate within the UCA Police Department and are responsible for patrolling predetermined sections and enforcing the university's regulations. All positions utilized as the abovementioned classifications require law enforcement officer certification. However, supplemental certifications remain available which may enhance a law enforcement officer's significance within the university. If these certifications are acquired, then the university proposes to grant compensation for them.

Intermediate Law Enforcement Officer Certification is available after undergoing specific education, training, and experience requirements. The university proposes a 3.0% professional certification compensation differential for acquisition of this certification. Field Training Officer Certification or Law Enforcement Instruction Certification are available after undergoing a prescribed instruction course in a precise area of expertise. The university proposes a 3.0% professional certification compensation differential for acquisition of this certification. The university would never grant an individual an excess of 6.0%, regardless of attained certifications. The university would allow the law enforcement officer to acquire these supplemental certifications from a variety of recognized professional certifying organizations; therefore, the precise course requirements are different and dependent upon the organization.

RECOMMENDATION:

The Office of Personnel Management has reviewed this request from the University of Central Arkansas and recommends approval for these professional certification compensation differentials totaling 6.0% for the abovementioned classifications. The university has guaranteed our office that it possesses sufficient funding to support these compensation differentials for the remainder of this fiscal year and throughout Fiscal Year 2016. Your approval of this request is greatly appreciated.

Sincerely,



Kay Terry
DFA State Personnel Administrator



Chief Fiscal Officer of the State

MAY 01 2015

Date



University of
Central Arkansas
POLICE
DEPARTMENT

MEMO TO: Dr. Graham Gillis
Associate Vice President
Human Resources and Risk Management

FROM: Larry K. James
Associate Vice President and
Chief of Police *[Signature]*

DATE: August 28, 2014

SUBJECT: REQUEST FOR PROFESSIONAL CERTIFICATE DIFFERENTIAL

I am writing to seek your assistance in obtaining professional and specialized certificate pay differentials for qualified police officers within the UCA Police Department. Law Enforcement Officers employed by the University of Central Arkansas must be (at minimum) CERTIFIED by the Arkansas Commission on Law Enforcement Standards and Training (CLEST) at the Basic Certification Level. Intermediate Certification may be attained after meeting specific education, training and experience (length of service) standards. The standards used by CLEST are outlined in the attachment to this Professional Certification Plan.

A.C.A 21-5-221 (2013) sets forth certain specifications for additional compensation for current employees in specific positions or for classifications of positions. A professional certification differential of up to six percent (6%) for job-related professional certifications for individual positions or for specific classifications within an institution may be authorized if the certification is:

1. From a recognized professional certifying organization and is determined to be directed related to the predominant purpose and use of the position or classification; and
2. Not included as a minimum qualification established or as a special requirement for the classification by the official class specification.

PROFESSIONAL CERTIFICATION

The UCA Police Department proposes a three percent (3%) professional certification compensation differential for eligible employees with CLEST Intermediate Certification, pursuant to Specification S-15 of the Regulations of the Commission on Law Enforcement Standards and Training, within the classifications summarized below:

Position Title	Class Code	Positions Authorized	Compensation Differential
HE Public Safety Commander III	C122	3	3.0%
HE Public Safety Commander II	C121	2	3.0%
HE Public Safety Commander I	C120	3	3.0%
HE Public Safety Supervisor	C117	5	3.0%
Public Safety Officer	C116	19	3.0%

OFFICE OF THE CHIEF OF POLICE

Police Building | 201 Donaghey Avenue | Conway, AR 72035
501-450-3111 | FAX 501-450-5729 | uca.edu

SPECIALIZED CERTIFICATION

CLEST certifies law enforcement officers deemed qualified to be Field Training Officers OR Certified Law Enforcement Instructors for the purpose of professional training and development. Field Training Officers and Law Enforcement Instructors will be certified on the basis of minimum qualifications in the area of education, training and experience, and the ability to express knowledge and experiences to the recruit. In order to obtain specialized certifications officers must meet eligibility standards and satisfactorily complete the prescribed course of instruction. The standards used by CLEST are outlined in the attachment to this Professional Certification Plan.

The UCA Police Department proposes a three percent (3%) professional certification compensation differential for eligible employees certified by CLEST as Field Training Officers or Law Enforcement Instructors, pursuant to Specification S-16 and S-19 of the Regulations of the Commission on Law Enforcement Standards and Training within the classifications summarized below:

Position Title	Class Code	Positions Authorized	Compensation Differential
HE Public Safety Commander III	C122	3	3.0%
HE Public Safety Commander II	C121	2	3.0%
HE Public Safety Commander I	C120	3	3.0%
HE Public Safety Supervisor	C117	5	3.0%
Public Safety Officer	C116	19	3.0%

*For officers who attain both the Field Training Officer and Law Enforcement Instructor certifications, the maximum salary differential is 3%.

Last	First	Base Salary	Certificate %	Total Cert Pay	New Salary	Last	First	Base Salary	Certificate %	Total Cert Pay	New Salary
Baldwin	Tommy	\$35,464	0%	\$0	\$35,464	McKay	Lucas	\$35,464	3%	\$1,064	\$36,528
Bentley	Christopher	\$48,813	3%	\$1,464	\$50,277	McManis	Torey	\$34,000	0%	\$0	\$34,000
Boothe	Jamie	\$45,610	6%	\$2,737	\$48,347	Miller	Kevin	\$32,000	0%	\$0	\$32,000
Crabb	Jeremy	\$46,753	3%	\$1,403	\$48,156	Moore	Brad	\$44,715	6%	\$2,683	\$47,398
Garrett	Sarah	\$37,309	6%	\$2,239	\$39,548	Riddle	Nathan	\$35,464	6%	\$2,128	\$37,592
Grumbles	Preston	\$48,019	3%	\$1,441	\$49,460	Shaw	Michael	\$40,180	3%	\$1,205	\$41,385
Hill	John	\$34,000	0%	\$0	\$34,000	Tapley	Justin	\$49,268	6%	\$2,956	\$52,224
Hopper	Michael	\$35,464	3%	\$1,064	\$36,528	Turner	Christopher	\$46,258	6%	\$2,775	\$49,033
Humphrey	Christopher	\$40,180	6%	\$2,411	\$42,591	Usery	Daniel	\$34,000	6%	\$2,040	\$36,040
Jensen	Michael	\$34,000	0%	\$0	\$34,000	Vasquez	Christopher	\$35,464	0%	\$0	\$35,464
Krogman	Kyle	\$34,000	0%	\$0	\$34,000	Wilder	Tara	\$35,464	3%	\$1,064	\$36,528
McKay	Gregory	\$35,464	6%	\$2,128	\$37,592	Young	Ronda	\$35,464	0%	\$0	\$35,464
\$30,801											
TOTAL CERTIFICATE PAY INCREASE											

- cc: Tom Courtway, President
 Diane Newton, Vice President, Finance and Administration
 Terri Canino, Associate Vice President, Finance and Budget