



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

**OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office**
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December 14, 2016

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 Arkansas Department of Environmental Quality (ADEQ) for your review.

ADEQ has requested the establishment of a labor market special entry rate for the following classification:

<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>	<u>ENTRY LEVEL</u>	<u>CONTINUATION SALARY</u>
ADEQ Director of Special Projects	N204N	N904	\$73,116	\$91,395

JUSTIFICATION

The ADEQ Director of Special Programs will address immediate agency priorities related to program assessment and improvements in order to reduce waste. The special entry rate for this classification is based of recruitment needs at a market rate comparable to the private sector. ADEQ believes that this salary rate is necessary due to the unique skill set required of this classification. This position and classification was approved at the November Personnel Committee.

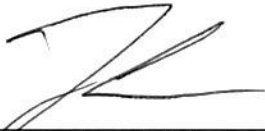
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Based on analysis of these positions, the Office of Personnel Management (OPM) **recommends** the labor market rate of \$91,395 .Your consideration of this request is appreciated.

Sincerely,



Kay Barnhill
State Personnel Administrator



Chief Fiscal Officer of the State

DEC - 2 2016
Date

KB/sd:1-2

ADEQ

ARKANSAS
Department of Environmental Quality

December 1, 2016

Ms. Kay Barnhill
State Personnel Administrator, Office of Personnel Management
Department of Finance and Administration
1509 West 7th Street
Little Rock, Arkansas 72203



Re: Labor Market Rate Request

Dear Ms. Barnhill,

The Arkansas Department of Environmental Quality (ADEQ) is requesting a Labor Market Rate from the Office of Personnel Management (OPM) for position number 22165371. This position is classified as an ADEQ Director of Special Projects (N204N, N904) that was recently obtained from the OPM Growth Pool.

The ADEQ Director of Special Projects will address emerging and critical agency priorities. The Director of Special Projects will coordinate with existing office directors to assess program effectiveness, provide process improvement recommendations, and track and report progress on implementation. This position will address immediate priorities related to tire-management programs. It will also facilitate program assessment and improvements to reduce program waste and increase used-tire collection and processing.

Due to the specialized skill-set required of the classification, ADEQ is seeking a Labor Market Rate of \$91,395, which is the maximum of the N904 grade level on the Professional and Executive pay plan. ADEQ is requesting this salary level to offer a salary level commensurate with the private sector.

Due to the highly skilled nature of this position and competition from the private sector, I feel that the maximum of the N904 grade level on the Professional and Executive pay plan will grant ADEQ the ability to attract the high-demand employee needed to fulfill the mission of the agency.

Sincerely,

A handwritten signature in black ink, which appears to read "Becky W. Keogh", is written over a long, thin horizontal line that extends across the page.

Becky W. Keogh
Director



DEPARTMENT OF FINANCE AND ADMINISTRATION
Office of Personnel Management
Special Entry Rate Request - Labor Market Conditions

Agency Name ADEQ						
Class Title ADEQ Director of Special Projects			Grade N904		Class Code N204N	
Current Entry Salary/Pay Level	Requested Entry Salary/Pay Level	Institutions Only Number of Positions			Agencies Only Number of Positions	
		Authorized	Budgeted	Filled	Authorized	Filled
\$73,116.00	\$91,395.00				1	0

If current employee is to be moved to the requested rate attach OPM form 095.

Filled Positions by Pay Level				
Entry	Base	Mid-Point	Maximum	Career
0				

Agency/Institution Personnel Representative Ben Ellis	Date 11/29/16
Agency/Institution Head Becky Keogh	Date 11/29/16

OFFICE OF PERSONNEL MANAGEMENT - ACTION

Attach Salary Survey:	
Reviewed by:	Reviewed by:
OPM Personnel Representative	Date
Classification and Compensation Manager	Date