



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

EXHIBIT H.5
OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office
1509 West Seventh Street, Suite 201
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-1823
www.dfa.arkansas.gov

June 13, 2017

Senator John Cooper, Co-Chairperson
Representative Les Eaves, 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 for the continuation of previously approved second language differentials from the Arkansas Department of Workforce Services (DWS) for fiscal year 2018.

DWS is requesting the continuation of second language differentials on four levels of proficiency: advanced 10%, fluent 7.5%, intermediate 5.0% and basic 2.0%. Individuals receiving the second language differential must use the second language for more than 25% of working time. In fiscal year 2017, five incumbents received this differential at DWS at a cost of \$10,814.

After review of the agency's request, the Office of Personnel Management **recommends** the continuation of DWS' second language differentials for fiscal year 2018. Your consideration of this request is greatly appreciated.

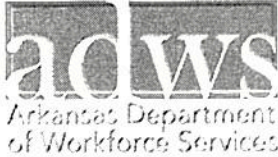
Sincerely,

Kay Barnhill
State Personnel Administrator

Chief Fiscal Officer of the State

JUN 02 2017

Date



2 Capitol Mall
P.O. Box 2981
Little Rock, AR 72203
dws.arkansas.gov

Asa Hutchinson
Governor
Daryl E. Bassett
Director

May 24, 2017

Ms. Kay Barnhill
Office of Personnel Management
1509 W. Seventh St., Suite 201
Little Rock, AR 72203

Dear Ms. Barnhill,

The Department of Workforce Services is requesting to continue the second language differentials for those who have been awarded that differential in the past. All DWS employees currently receiving the differential have been tested and given a proficiency rating. They all continue to utilize a second language for at least 25% of the time in performing their job duties.

The differential pay plan is based on four levels of proficiency:

Advanced	10.0 %
Fluent	7.5 %
Intermediate	5.0 %
Basic	2.0 %

Thank you in assisting DWS with the continuation of these differentials.

Best Regards,

Beverly McCollum
Human Resources Administrator

cc: Daryl Bassett, Director