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Arkansas Game and Fish Commission

August 9, 2017

The Honorable Senator John Cooper
The Honorable Representative Les Eaves
Arkansas Legislative Council
Personnel Committee
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Senator Cooper and Representative Eaves:

The Arkansas Game and Fish Commission (AGFC) implemented its Classification and Compensation Plan based on our appropriation, Act 826 of 2017, on July 2, 2017. Below are the details of our plan.

- For each job classification listed in our appropriation we identified a base pay level. This level was determined after looking at the education and experience requirements, our internal recruitment efforts and available labor market data. We also analyzed other comparable state job classifications and the new base levels in the Uniform Classification and Compensation Act pay plan. Adjustments were made for employees whose current salary fell below our base pay levels.
- We implemented a one-time AGFC service tenure adjustment. For each year of AGFC service, an employee received a 0.2% pay increase.
- We reviewed our existing pay differentials and requests for new differentials to determine relevancy to our job classifications. After our review, the following are the approved AGFC pay differentials.
 - 6% evening and 12% midnight shift pay differentials for our telecommunications staff.
 - Up to 6% pay differentials for Arkansas Law Enforcement Training Academy/Certified Law Enforcement Standards Training certifications for our law enforcement staff.
 - Up to 6% pay differentials for K-9, dive team, special operations and hazardous duty for our law enforcement staff.
 - Up to 6% pay differentials for National Association of Interpretation certifications for our educator staff.
 - Up to 6% pay differentials for American Fisheries Society, Society of American Foresters and The Wildlife Society professional certifications for our fisheries and wildlife staff.
 - Up to 6% pay differentials for hazardous duty for our prescribed burn crew staff.

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The Arkansas Game and Fish Commission's mission is to conserve and enhance Arkansas's fish and wildlife and their habitats while promoting sustainable use, public understanding and support.

- Up to 10% pay differentials for “second language” for our law enforcement, educators and other staff.
 - 6% pay differentials for Geospatial Information Systems professional certification for our GIS staff.
 - 6% pay differentials for Certified Public Accountant and Certified Government Financial Manager certifications for our fiscal staff.
- We are continuing to use the AASIS system for all of our financial and human resource functions and are working with the DFA/Office of Personnel Management for any configuration adjustments needed to accommodate our plan.

Our Classification and Compensation Plan was approved by the Arkansas Game and Fish Commission at their regular June 2017 commission meeting and our internal personnel policies were approved at their regular July 2017 commission meeting. In the spring of 2018, the Commission will determine if we are financially able to award merit increases and/or cost of living adjustments.

As we continue administering our own plan, we will provide updates to keep the ALC-JBC Personnel Committee informed of our actions. We are committed to providing a fair and equitable plan for our employees that is consistent with our agency’s mission and stewardship of the natural resources of this state.

Sincerely,



Jeff Crow
Director