



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

August 4, 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

Gentlemen:

The Office of Personnel Management submits the following request for approval in accordance with Ark. Code Ann. § 21-1-402(b), which states:

“No person whose spouse is elected to a constitutional office may, after the spouse is elected to the constitutional office and during the term for which the spouse is elected, enter into employment with any state agency without the prior approval of the Joint Budget Committee during a legislative session, the Legislative Council between legislative sessions, and the Governor.”

The Arkansas Department of Higher Education (ADHE) has selected Ms. Willie Murdock for the classification N045N, ADHE Career Pathways Director, position number 22132325, with a proposed salary of \$85,000, which is 9.17% above entry for pay grade GS13. Ms. Murdock is the spouse of Representative Reginald Murdock, a current member of the Arkansas House of Representatives.

Upon review of the criteria specified, the Office of Personnel Management finds that the ADHE has met the employee disclosure/certification and employment of family members' requirements. Your approval is respectfully requested.

Should you have any questions or concerns, please contact me at your convenience.

Sincerely,

A handwritten signature in blue ink that reads "Kay Barnhill".

Kay Barnhill
State Personnel Administrator

A handwritten signature in blue ink that reads "Carlos Haugen".

Chief Fiscal Officer of the State

KBT/cbc

AUG 07 2017

Date

Attachment: Employee Disclosure/Certification and Employment of Family Members Form
Governor Hutchinson's Approval Letter

CC: Ms. Marty Garrity, ALC Executive Secretary

EMPLOYEE DISCLOSURE/CERTIFICATION AND EMPLOYMENT OF FAMILY MEMBERS FORM

This form is to be completed by all interviewed applicants for a position.

Definitions for the symbols in questions 1 – 9 below. Please read before continuing.

- A **State Employee** any employee of any state agency employed in a regular salary position or extra-help position not to include contract labor.
- B **Former** is defined as within the last 24 months.
- C **Constitutional Officer:** Governor, Lt. Governor, Secretary of State, Attorney General, Auditor, Treasurer, Land Commissioner, General Assembly member.
- D **General Assembly member:** member of the Arkansas Senate or the Arkansas House of Representatives.
- E **Relative includes:** husband, wife, mother, father, stepmother, stepfather, mother-in-law, father-in-law, sister, brother, stepsister, stepbrother, half-sister, half-brother, sister-in-law, brother-in-law, daughter, son, stepdaughter, stepson, daughter-in-law, son-in-law, aunt, uncle, first cousin, niece or nephew.
- F **Public Official:** constitutional officers; members of the Arkansas General Assembly; the executive head of any agency, department, board, commission, institution, bureau, or council of the state.
- G **Agency or State Agency:** every agency, board, commission, department, division, institution, and other office of state government located within the executive branch of government and under the control of the Governor.

1. Yes No Are you a current **state employee**^A?
2. Yes No Are you a **former**^B **state employee**^A?
3. Yes No Are you a current **Constitutional Officer**^C?
3a. Yes No If "Yes", were you employed prior to your election into office?
3b. ▶ If "Yes," give date elected _____
4. Yes No Are you the spouse of a current **Constitutional Officer**^C?
4a. ▶ If "Yes," give spouse's name Mr. Reginald Murdock
position/office State Representative
4b. Yes No If "Yes", is your expected salary above \$37,649 annually or above \$18.10 per hour?
5. Yes No Are you the spouse of a **former**^B **Constitutional Officer**^C?
5a. ▶ If "Yes," give spouse's name _____
position/office _____
6. Yes No Are you or your spouse a **former**^B **General Assembly member**^D?
6a. ▶ If "Yes," give spouse's name _____
position/office _____
6b. Yes No If "Yes", within the 24 months prior to your leaving office or your spouse leaving office, was the position for which you are being considered created by legislative action, or if the maximum salary level increased by more than 15%, was this authorized by legislative action?
7. Yes No Are you a **relative**^E of the **Public Official**^F in charge of the **agency**^G in which you are applying?
7a. ▶ If "Yes," give **relative's**^E name _____
position/office _____
relationship _____
8. Yes No Are you a **relative**^E of a **state employee**^A, state board or commission member or are you a **relative**^E (other than the spouse) of a **Constitutional Officer**^C or an Arkansas **General Assembly member**^D?
8a. ▶ If "Yes," give **relative's**^E name _____
position/office _____
relationship _____
9. Yes No If you checked "Yes" in #8 above, does this **relative**^E work within the **state agency**^G in which you are applying?
9a. Yes No If "Yes", is the position for which you are applying in the direct line of supervision of your **relative**^E or will the position be a supervisory employee of the **relative**^E.

I understand to be eligible for employment with the State of Arkansas, I must comply with Governor's Executive Order 98-04, ACA §21-1-401-408, and ACA §25-16-1001-1007. I also understand that as an employee of the State of Arkansas I am restricted from supervising or being supervised by a relative specifically under ACA §25-16-1002. If I am hired and it can be proven I falsely disclosed or failed to disclose information I could be subject to criminal, civil and/or administrative remedies. I assert that I have answered the above questions to the best of my knowledge.

Willie Murdock
Applicant Name (Please Print)

Willie Murdock
Applicant Signature

7-31-17
Date



STATE OF ARKANSAS
ASA HUTCHINSON
GOVERNOR

August 4, 2017

Larry W. Walther
Chief Fiscal Officer of the State
1509 West Seventh Street, Suite 401
Little Rock, AR 72201

Dear Mr. Walther:

In response to your letter dated August 4, 2017, I am approving the request presented by you, on behalf of the Arkansas Department of Higher Education (ADHE), to hire Ms. Willie Murdock in the classification of ADHE Career Pathways Director, position number 22132325, with a proposed salary of \$85,000 which is 9.17% above entry for pay grade GS13. You have reported that Ms. Murdock is the spouse of Mr. Reginald Murdock, a current Representative with the Arkansas General Assembly.

Based upon appropriate review of the criteria specified pursuant to Ark. Code Ann. § 21-1-402(b), I concur with the determination that the agency has met the employee disclosure/certification and employment of family member requirements.

Sincerely,

Asa Hutchinson