

Stricken language would be deleted from and underlined language would be added to the law as it existed prior to this session of the General Assembly.

1 State of Arkansas
2 84th General Assembly
3 Regular Session, 2003
4

As Engrossed: H3/20/03 H3/26/03

A Bill

HOUSE BILL 1390

5 By: Joint Budget Committee
6
7

For An Act To Be Entitled

9 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL
10 SERVICES AND OPERATING EXPENSES FOR THE
11 DEPARTMENT OF HUMAN SERVICES - DIVISION OF COUNTY
12 OPERATIONS FOR THE BIENNIAL PERIOD ENDING JUNE
13 30, 2005; AND FOR OTHER PURPOSES.
14

Subtitle

15
16 AN ACT FOR THE DEPARTMENT OF HUMAN
17 SERVICES - DIVISION OF COUNTY OPERATIONS
18 APPROPRIATION FOR THE 2003-2005
19 BIENNIUM.
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23 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
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25 SECTION 1. REGULAR SALARIES. There is hereby established for the
26 Department of Human Services - Division of County Operations for the 2003-
27 2005 biennium, the following maximum number of regular employees whose
28 salaries shall be governed by the provisions of the Uniform Classification
29 and Compensation Act (Arkansas Code §§21-5-201 et seq.), or its successor,
30 and all laws amendatory thereto. Provided, however, that any position to
31 which a specific maximum annual salary is set out herein in dollars, shall be
32 exempt from the provisions of said Uniform Classification and Compensation
33 Act. All persons occupying positions authorized herein are hereby governed
34 by the provisions of the Regular Salaries Procedures and Restrictions Act
35 (Arkansas Code §21-5-101), or its successor.
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				Maximum	Maximum Annual
				No. of	Salary Rate
	Item	Class		Employees	Fiscal Years
	No.	Code	Title		2003-2004 2004-2005
5	(1)	6603	GENERAL PHYSICIAN	5	\$114,762 \$117,219
6	(2)	9719	DHS DEP DIR COUNTY OPS	1	\$93,803 \$95,966
7	(3)	9235	DHS COMMUNICATIONS DIRECTOR	1	\$83,516 \$85,503
8	(4)	8943	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$77,912 \$79,793
9	(5)	8937	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$77,912 \$79,793
10	(6)	8935	DHS/DCO ASST DEP DIR PGM & ADMN SPT	1	\$77,912 \$79,793
11	(7)	8039	DHS/DCO ASSISTANT DIRECTOR	1	\$77,912 \$79,793
12	(8)	8939	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$76,222 \$78,070
13	(9)	9751	DHS DIRECTOR COMMUNITY SVCS	1	\$72,236 \$74,008
14	(10)	8944	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$68,414 \$70,114
15	(11)	8940	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$68,414 \$70,114
16	(12)	8950	DHS MGR OF DHS COMMUNITY SVCS	1	\$64,668 \$66,297
17	(13)	8942	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$62,746 \$64,338
18	(14)	8941	DHS/DCO ASST DEP DIR COUNTY OPS	1	\$62,746 \$64,338
19	(15)	M042	DHS/DCO COUNTY ADMINISTRATOR IV	2	GRADE 24
20	(16)	923Z	DHS PRGM ADMINISTRATOR	2	GRADE 23
21	(17)	M040	DHS/DCO COUNTY ADMINISTRATOR III	11	GRADE 23
22	(18)	699Z	DHS/DCO FIELD MANAGER	6	GRADE 22
23	(19)	909Z	PROGRAM SUPPORT MANAGER	1	GRADE 22
24	(20)	975Z	DHS WEATHERIZATION PROGRAM ADMIN	1	GRADE 22
25	(21)	D066	SYSTEMS COORDINATION ANALYST II	1	GRADE 22
26	(22)	D124	LEAD PROGRAMMER/ANALYST	1	GRADE 22
27	(23)	M032	DHS/DCO COUNTY SUPV IV	2	GRADE 22
28	(24)	M038	DHS/DCO COUNTY ADMINISTRATOR II	30	GRADE 22
29	(25)	697Z	DHS PRGM MANAGER	5	GRADE 21
30	(26)	M022	DHS/DCO COUNTY ADMINISTRATOR I	34	GRADE 21
31	(27)	M029	DHS/DCO COUNTY SUPV III	14	GRADE 21
32	(28)	R488	GRANTS ADMIN SUPV	2	GRADE 21
33	(29)	V014	DHS/DCO COMMODITY SERVICES MANAGER	1	GRADE 21
34	(30)	D121	USER SUPPORT ANALYST	2	GRADE 20
35	(31)	E112	WEATHERIZATION TRAINING COORD	1	GRADE 20
36	(32)	M027	DHS/DCO COUNTY SUPV II	29	GRADE 20

1	(33)	R145	DHS PROGRAM COORDINATOR	11	GRADE 20
2	(34)	R266	MANAGEMENT PROJECT ANALYST II	7	GRADE 20
3	(35)	E074	TRAINING REPRESENTATIVE	5	GRADE 19
4	(36)	M025	DHS/DCO COUNTY SUPV I	35	GRADE 19
5	(37)	M154	DHS FIELD REPRESENTATIVE	16	GRADE 19
6	(38)	M164	QUALITY CONTROL REVIEW SUPV	6	GRADE 19
7	(39)	R084	DHS STAFF SUPERVISOR	5	GRADE 19
8	(40)	R168	GRANTS COORDINATOR II	9	GRADE 19
9	(41)	R332	DHS POLICY DEVELOPMENT COORD	6	GRADE 19
10	(42)	W012	MEDICAL RECORDS ADMINISTRATOR	1	GRADE 19
11	(43)	M024	FAMILY SUPPORT SPECIALIST SUPV	97	GRADE 18
12	(44)	M068	DHS PROGRAM ANALYST	11	GRADE 18
13	(45)	M072	SOCIAL SERVICE INVESTIGATOR II	20	GRADE 18
14	(46)	M075	SOCIAL SERVICE REPRESENTATIVE II	6	GRADE 18
15	(47)	M078	DHS/DEMS SUPERVISOR	2	GRADE 18
16	(48)	M170	QUALITY CONTROL REVIEWER	33	GRADE 18
17	(49)	M023	FAMILY SUPPORT SPECIALIST III	889	GRADE 17
18	(50)	M125	WORK PROGRAM ADVISOR	35	GRADE 17
19	(51)	R010	ADMINISTRATIVE ASSISTANT II	13	GRADE 17
20	(52)	X352	HLTH CARE ANALYST II	1	GRADE 17
21	(53)	M021	FAMILY SUPPORT SPECIALIST II	2	GRADE 16
22	(54)	M110	VOLUNTEER SERVICES COORDINATOR	3	GRADE 16
23	(55)	M148	YOUTH SERVICES WORKER II	2	GRADE 16
24	(56)	A108	ACCOUNTING TECHNICIAN II	1	GRADE 15
25	(57)	D005	COMPUTER OPERATOR II	1	GRADE 15
26	(58)	K011	ADMINISTRATIVE OFFICE SUPERVISOR	33	GRADE 15
27	(59)	V021	COMMODITY DIST REP	3	GRADE 15
28	(60)	V051	STOREROOM SUPV/STORE SUPV	1	GRADE 15
29	(61)	K041	EXECUTIVE SECY/ADMINISTRATIVE SECY	25	GRADE 14
30	(62)	K117	MEDICAL OR LEGAL SECRETARY	1	GRADE 14
31	(63)	K153	SECRETARY II	64	GRADE 13
32	(64)	M067	SOCIAL SERVICE AIDE II	20	GRADE 13
33	(65)	M174	SOCIAL SERVICE REPRESENTATIVE TRN	3	GRADE 13
34	(66)	K039	DOCUMENT EXAMINER II	353	GRADE 12
35	(67)	K115	STATISTICIAN ASST II/STATISTICIAN I	1	GRADE 12
36	(68)	T045	SECURITY OFFICER II	1	GRADE 12

1	(69)	K037	DOCUMENT EXAMINER I	10	GRADE 10
2	(70)	C011	SWITCHBOARD OPERATOR II	3	GRADE 09
3	(71)	V055	SURPLUS PROPERTY ASSISTANT	<u>1</u>	GRADE 09
4			MAX. NO. OF EMPLOYEES	1,899	

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 6 SECTION 2. EXTRA HELP. There is hereby authorized, for the Department of
 7 Human Services - Division of County Operations for the 2003-2005 biennium,
 8 the following maximum number of part-time or temporary employees, to be known
 9 as "Extra Help", payable from funds appropriated herein for such purposes:
 10 thirty-seven (37) temporary or part-time employees, when needed, at rates of
 11 pay not to exceed those provided in the Uniform Classification and
 12 Compensation Act, or its successor, or this act for the appropriate
 13 classification.
 14

15 SECTION 3. APPROPRIATION - COMMODITY DISTRIBUTION AND SALVAGE CONTAINER -
 16 CASH. There is hereby appropriated, to the Department of Human Services -
 17 Division of County Operations, to be payable from the cash fund deposited in
 18 the State Treasury as determined by the Chief Fiscal Officer of the State,
 19 for operating expenses of the Department of Human Services - Division of
 20 County Operations for the biennial period ending June 30, 2005, the
 21 following:
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23	ITEM	FISCAL YEARS	
24	<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
25	(01) MAINT. & GEN. OPERATION		
26	(A) OPER. EXPENSE	\$ 360,000	\$ 360,000
27	(B) CONF. & TRAVEL	0	0
28	(C) PROF. FEES	0	0
29	(D) CAP. OUTLAY	0	0
30	(E) DATA PROC.	<u>0</u>	<u>0</u>
31	TOTAL AMOUNT APPROPRIATED	<u>\$ 360,000</u>	<u>\$ 360,000</u>

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 33 SECTION 4. APPROPRIATION - GRANTS - FEDERAL. There is hereby appropriated,
 34 to the Department of Human Services - Division of County Operations, to be
 35 payable from the federal funds as designated by the Chief Fiscal Officer of
 36 the State, for federally funded grants of the Department of Human Services -

1 Division of County Operations for the biennial period ending June 30, 2005,
 2 the following:

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ITEM NO.	FISCAL YEARS	
	2003-2004	2004-2005
(01) SHELTER PLUS CARE PROGRAM	\$ 2,000,000	\$ 2,000,000
(02) WEATHERIZATION PROGRAM	4,920,000	5,420,000
(03) EMERGENCY FOOD PROGRAM	480,000	480,000
(04) LOW INCOME ENERGY ASSISTANCE PROGRAM	10,959,034	10,959,034
(05) REFUGEE RESETTLEMENT PROGRAM	91,500	91,500
(06) HOMELESS ASSISTANCE GRANT	<u>1,700,100</u>	<u>1,900,100</u>
TOTAL AMOUNT APPROPRIATED	<u>\$ 20,150,634</u>	<u>\$ 20,850,634</u>

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15 SECTION 5. APPROPRIATION - GRANTS - STATE. There is hereby appropriated,
 16 to the Department of Human Services - Division of County Operations, to be
 17 payable from the Department of Human Services Grants Fund Account, for grant
 18 payments of the Department of Human Services - Division of County Operations
 19 for the biennial period ending June 30, 2005, the following:

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ITEM NO.	FISCAL YEARS	
	2003-2004	2004-2005
(01) AID TO AGED, BLIND, DISABLED	<u>\$ 4,000</u>	<u>\$ 4,000</u>

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26 SECTION 6. APPROPRIATION - GRANTS. There is hereby appropriated, to the
 27 Department of Human Services - Division of County Operations, to be payable
 28 from the paying account as determined by the Chief Fiscal Officer of the
 29 State, for grant payments of the Department of Human Services - Division of
 30 County Operations for the biennial period ending June 30, 2005, the
 31 following:

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ITEM NO.	FISCAL YEARS	
	2003-2004	2004-2005
(01) TANF BLOCK GRANT	\$ 67,035,946	\$ 67,035,946

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1	(02) COMMUNITY SERVICE BLOCK GRANT	<u>8,331,604</u>	<u>8,331,604</u>
2	TOTAL AMOUNT APPROPRIATED	<u>\$ 75,367,550</u>	<u>\$ 75,367,550</u>

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 4 SECTION 7. APPROPRIATION - INDIVIDUAL DEVELOPMENT ACCOUNT PROGRAM. There
 5 is hereby appropriated, to the Department of Human Services - Division of
 6 County Operations, to be payable from the Individual Development Account
 7 Trust Fund, for operating expenses of the Department of Human Services -
 8 Division of County Operations for the biennial period ending June 30, 2005,
 9 the following:

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12	ITEM	FISCAL YEARS	
13	<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
14	(01) MAINT. & GEN. OPERATION		
15	(A) OPER. EXPENSE	\$ 0	\$ 0
16	(B) CONF. & TRAVEL	0	0
17	(C) PROF. FEES	500,000	500,000
18	(D) CAP. OUTLAY	0	0
19	(E) DATA PROC.	<u>0</u>	<u>0</u>
20	TOTAL AMOUNT APPROPRIATED	<u>\$ 500,000</u>	<u>\$ 500,000</u>

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22 SECTION 8. APPROPRIATION - OPERATIONS. There is hereby appropriated, to
 23 the Department of Human Services - Division of County Operations, to be
 24 payable from the paying account as determined by the Chief Fiscal Officer of
 25 the State, for personal services and operating expenses of the Department of
 26 Human Services - Division of County Operations for the biennial period ending
 27 June 30, 2005, the following:

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30	ITEM	FISCAL YEARS	
31	<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
32	(01) REGULAR SALARIES	\$ 51,451,541	\$ 51,451,541
33	(02) EXTRA HELP	300,000	300,000
34	(03) PERSONAL SERV MATCH	15,008,690	15,008,690
35	(04) OVERTIME	150,000	150,000
36	(05) MAINT. & GEN. OPERATION		

1	(A) OPER. EXPENSE	19,653,650	19,653,650
2	(B) CONF. & TRAVEL	488,405	488,405
3	(C) PROF. FEES	10,105,450	10,105,450
4	(D) CAP. OUTLAY	20,400	20,400
5	(E) DATA PROC.	0	0
6	(06) DATA PROCESSING SERVICES	<u>7,372,925</u>	<u>7,372,925</u>
7	TOTAL AMOUNT APPROPRIATED	<u>\$ 104,551,061</u>	<u>\$ 104,551,061</u>

SECTION 9. APPROPRIATION – WEATHERIZATION ASSISTANCE UTILITY ASSESSMENT.

There is hereby appropriated, to the Department of Human Services – Division of County Operations, to be payable from the Arkansas Weatherization Assistance Fund, for grant agreements with local governments and nonprofit corporations by the Department of Human Services – Division of County Operations for the biennial period ending June 30, 2005, the following:

ITEM	FISCAL YEARS	
<u>NO.</u>	<u>2003-2004</u>	<u>2004-2005</u>
(01) WEATHERIZATION ASSISTANCE UTILITY ASSESSMENT	<u>\$ 4,700,000</u>	<u>\$ 4,700,000</u>

SECTION 10. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY OPERATIONS - RECORD RETENTION. It is determined by the General Assembly of the State of Arkansas that immediate needs of TEA recipients must be met to enable that recipient to obtain and maintain work. In many instances these needs are not immediately met because of the original documentation requirements of the Accounting and Budgetary Procedures Law. For this reason, the case management field staff of the Department of Human Services is authorized to approve up to \$500 per TEA client to be disbursed for employment needs of the client from accounts designated for that purpose. Further a facsimile copy of the client-completed form (DCO Form #1430 or successor) or a facsimile copy of a vendor's invoice is sufficient documentation for expenditure records. All original documentation shall be maintained in the county office authorizing the expenditure.

The provisions of this section shall be in effect only from ~~July 1, 2001~~ July 1, 2003 through ~~June 30, 2003~~ June 30, 2005.

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2 *SECTION 11. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS*
3 *CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY*
4 *OPERATIONS - CARRY FORWARD. The unexpended balances in appropriations made*
5 *from federal funds, for County Operations, as provided for in this Act on*
6 *June 30, 2004 shall be carried forward and made available for expenditures*
7 *for the same purpose for the fiscal year ending June 30, 2005.*
8 *The provisions of this section shall be in effect only from July 1, 2003*
9 *through June 30, 2005.*

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12 *SECTION 12. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS*
13 *CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. COUNTY*
14 *OPERATIONS – USE OF LOCAL FUNDS. To the extent allowed by Federal*
15 *requirements, including waiver, demonstration and pilot project options, the*
16 *Division of County Operations may use local and donated funds to obtain*
17 *federal matching funds to enhance federal agency programs.*

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19 *The provisions of this section shall be in effect only from July 1, 2003*
20 *through June 30, 2005.*

21
22 *SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS*
23 *CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER*
24 *OF TANF BLOCK GRANT FUNDS TO THE CHILD CARE DEVELOPMENT FUND. Not*
25 *withstanding any federal regulations or mandates for the biennium that*
26 *prohibits the use of funds for this purpose, the Department of Human*
27 *Services, Division of County Operations shall transfer a total of \$12 million*
28 *or 11 percent; whichever amount is less, of the state's federal Temporary*
29 *Assistance to Needy Families (TANF) block grant to the Child Care Development*
30 *Fund. The funds, to be administered by the Division of Child Care and Early*
31 *Childhood Education, shall be used to provide subsidized child care for TEA,*
32 *transitional child care, or other low-income families. These funds shall be*
33 *used to develop, support, enhance and subsidize early care and education*
34 *programs.*

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36 *The amount of transfer is subject to continuation of base level funding for*

1 the Division of County Operations.

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3 The provisions of this section shall be in effect from July 1, 2003 through
4 June 30, 2005.

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6 SECTION 14. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized
7 by this act shall be limited to the appropriation for such agency and funds
8 made available by law for the support of such appropriations; and the
9 restrictions of the State Purchasing Law, the General Accounting and
10 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
11 Procedures and Restrictions Act, or their successors, and other fiscal
12 control laws of this State, where applicable, and regulations promulgated by
13 the Department of Finance and Administration, as authorized by law, shall be
14 strictly complied with in disbursement of said funds.

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16 SECTION 15. LEGISLATIVE INTENT. It is the intent of the General Assembly
17 that any funds disbursed under the authority of the appropriations contained
18 in this act shall be in compliance with the stated reasons for which this act
19 was adopted, as evidenced by the Agency Requests, Executive Recommendations
20 and Legislative Recommendations contained in the budget manuals prepared by
21 the Department of Finance and Administration, letters, or summarized oral
22 testimony in the official minutes of the Arkansas Legislative Council or
23 Joint Budget Committee which relate to its passage and adoption.

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25 SECTION 16. EMERGENCY CLAUSE. It is found and determined by the General
26 Assembly, that the Constitution of the State of Arkansas prohibits the
27 appropriation of funds for more than a two (2) year period; that the
28 effectiveness of this Act on July 1, 2003 is essential to the operation of
29 the agency for which the appropriations in this Act are provided, and that in
30 the event of an extension of the Regular Session, the delay in the effective
31 date of this Act beyond July 1, 2003 could work irreparable harm upon the
32 proper administration and provision of essential governmental programs.
33 Therefore, an emergency is hereby declared to exist and this Act being
34 necessary for the immediate preservation of the public peace, health and
35 safety shall be in full force and effect from and after July 1, 2003.

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/s/ Joint Budget Committee