

Stricken language will be deleted and underlined language will be added.
Act 1009 of the Regular Session

State of Arkansas
93rd General Assembly
Regular Session, 2021

As Engrossed: S3/15/21

A Bill

SENATE BILL 68

By: Joint Budget Committee

For An Act To Be Entitled

AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
AND OPERATING EXPENSES FOR THE DEPARTMENT OF
TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL
YEAR ENDING JUNE 30, 2022; AND FOR OTHER PURPOSES.

Subtitle

AN ACT FOR THE DEPARTMENT OF
TRANSFORMATION AND SHARED SERVICES
APPROPRIATION FOR THE 2021-2022 FISCAL
YEAR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. REGULAR SALARIES - SECRETARY'S OFFICE. There is hereby established for the Department of Transformation and Shared Services for the 2021-2022 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum	Maximum Annual
			No. of Employees	Salary Rate Fiscal Year 2021-2022
(1)	SC014	SEC OF TRANSFORMATION & SHARED SVCS	1	GRADE SE05
(2)	U061U	TSS CHIEF OF STAFF	1	GRADE SE03
(3)	G307C	TSS LEGAL COUNSEL	1	GRADE GS15
(4)	R051C	TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
(5)	R028C	TSS STATEWIDE PAYROLL SYS SPECIALIST	<u>1</u>	GRADE GS08
		MAX. NO. OF EMPLOYEES	5	



SECTION 2. APPROPRIATION - SECRETARY'S OFFICE. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2022, the following:

ITEM NO.	FISCAL YEAR 2021-2022
(01) REGULAR SALARIES	\$560,868
(02) PERSONAL SERVICES MATCHING	152,030
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	0
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$712,898</u></u>

SECTION 3. REGULAR SALARIES - SHARED SERVICES - ADMINISTRATION. There is hereby established for the Department of Transformation and Shared Services for the 2021-2022 fiscal year, the following maximum number of regular employees.

Item No.	Class Code Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2021-2022
(1)	G293C TSS CHIEF GENERAL COUNSEL	1	GRADE SE01
(2)	D006N STATE SYSTEMS ARCHITECT	1	GRADE IT10
(3)	D136C TSS IT PROJECT MANAGER DIRECTOR	1	GRADE IT10
(4)	D038C SENIOR SOFTWARE SUPPORT ANALYST	1	GRADE IT06
(5)	D142C TSS ERP ANALYST	1	GRADE IT06
(6)	D052C SOFTWARE SUPPORT ANALYST	1	GRADE IT05
(7)	R001C TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
(8)	V001C TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15

(9)	G306C TSS CHIEF ADMINISTRATIVE OFFICER	1	GRADE GS15
(10)	N207N TSS CHIEF PRIVACY OFFICER	1	GRADE GS15
(11)	A010C AGENCY CONTROLLER II	1	GRADE GS13
(12)	R051C TSS STATEWIDE PROGRAM MANAGER	1	GRADE GS13
(13)	G047C ATTORNEY SPECIALIST	1	GRADE GS11
(14)	G076C ADMINISTRATIVE SERVICES MANAGER	1	GRADE GS10
(15)	A038C FISCAL SUPPORT MANAGER	1	GRADE GS09
(16)	A082C ACCOUNTANT II	1	GRADE GS08
(17)	V035C TSS STATEWIDE PROCUREMENT SPECIALIST	1	GRADE GS08
(18)	A065C PAYROLL SERVICES COORDINATOR	1	GRADE GS07
(19)	C037C ADMINISTRATIVE ANALYST	1	GRADE GS06
(20)	R025C HUMAN RESOURCES ANALYST	1	GRADE GS06
(21)	V040C TSS BUYER	2	GRADE GS06
(22)	C056C ADMINISTRATIVE SPECIALIST III	1	GRADE GS04
(23)	A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
	MAX. NO. OF EMPLOYEES	23	

SECTION 4. APPROPRIATION - SHARED SERVICES - ADMINISTRATION. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
NO.	2021-2022
(01) REGULAR SALARIES	\$1,521,448
(02) PERSONAL SERVICES MATCHING	474,948
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	875,000
(B) CONF. & TRAVEL	25,000
(C) PROF. FEES	100,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	0
TOTAL AMOUNT APPROPRIATED	<u>\$2,996,396</u>

SECTION 5. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is

hereby established for the Department of Transformation and Shared Services for the 2021-2022 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual
				Salary Rate Fiscal Year 2021-2022
(1)	N036N	TSS EBD DIRECTOR	1	GRADE SE02
(2)	N032N	TSS OPM DIRECTOR	1	GRADE SE02
(3)	N031N	TSS OSP DIRECTOR	1	GRADE SE02
(4)	D012N	TSS DEPUTY ADMINISTRATOR	1	GRADE SE01
(5)	L038C	REGISTERED NURSE	1	GRADE MP01
(6)	D141C	TSS ERP SYSTEM MANAGER	1	GRADE IT09
(7)	D142C	TSS ERP ANALYST	1	GRADE IT06
(8)	R003C	TSS ASST EBD ADMINISTRATOR	1	GRADE GS15
(9)	R001C	TSS ASST PERSONNEL ADMINISTRATOR	1	GRADE GS15
(10)	V001C	TSS ASST PROCUREMENT ADMINISTRATOR	1	GRADE GS15
(11)	R051C	TSS STATEWIDE PROGRAM MANAGER	2	GRADE GS13
(12)	V003C	TSS PROCUREMENT DIVISION MANAGER	2	GRADE GS12
(13)	G047C	ATTORNEY SPECIALIST	1	GRADE GS11
(14)	R052C	TSS STATEWIDE PROGRAM COORDINATOR	13	GRADE GS11
(15)	X038C	QUALITY ASSURANCE MANAGER	1	GRADE GS09
(16)	V034C	TSS STATEWIDE PROCUREMENT COORD	7	GRADE GS09
(17)	R053C	TSS STATEWIDE PROGRAM SPECIALIST	8	GRADE GS09
(18)	A041C	PROGRAM FISCAL MANAGER	1	GRADE GS08
(19)	X062C	QUALITY ASSURANCE COORDINATOR	1	GRADE GS08
(20)	R028C	TSS STATEWIDE PAYROLL SYS SPECIALIST	2	GRADE GS08
(21)	V035C	TSS STATEWIDE PROCUREMENT SPECIALIST	17	GRADE GS08
(22)	C010C	EXECUTIVE ASSISTANT TO THE DIRECTOR	1	GRADE GS07
(23)	P013C	PUBLIC INFORMATION COORDINATOR	2	GRADE GS07
(24)	R018C	TSS EBD PROGRAM SUPERVISOR	3	GRADE GS07
(25)	C037C	ADMINISTRATIVE ANALYST	1	GRADE GS06
(26)	R022C	BENEFITS COORDINATOR	1	GRADE GS06
(27)	A074C	FISCAL SUPPORT SUPERVISOR	1	GRADE GS06
(28)	M066C	PROGRAM ELIGIBILITY SPECIALIST	1	GRADE GS06

(29)	B076C RESEARCH PROJECT ANALYST	7	GRADE GS06
(30)	V040C TSS BUYER	1	GRADE GS06
(31)	R034C TSS EBD BENEFITS SPECIALIST	13	GRADE GS06
(32)	V033C TSS OSP SURPLUS PROPERTY SUPERVISOR	1	GRADE GS06
(33)	R033C BENEFITS ANALYST	14	GRADE GS05
(34)	A091C FISCAL SUPPORT ANALYST	1	GRADE GS05
(35)	C057C ADMINISTRATION SUPPORT SPECIALIST	1	GRADE GS04
(36)	C056C ADMINISTRATIVE SPECIALIST III	4	GRADE GS04
(37)	A098C FISCAL SUPPORT SPECIALIST	1	GRADE GS04
(38)	V021C SURPLUS PROPERTY AGENT	11	GRADE GS04
(39)	C073C ADMINISTRATIVE SPECIALIST II	<u>6</u>	GRADE GS03
	MAX. NO. OF EMPLOYEES	133	

SECTION 6. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby authorized, for the Department of Transformation and Shared Services - Statewide Shared Services for the 2021-2022 fiscal year, the following maximum number of part-time or temporary employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: ten (10) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 7. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Offices of Personnel Management and State Procurement Operations for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2021-2022</u>
(01) REGULAR SALARIES	\$3,904,160
(02) EXTRA HELP	11,512
(03) PERSONAL SERVICES MATCHING	1,254,064

(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	426,500
(B) CONF. & TRAVEL	17,600
(C) PROF. FEES	8,500
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$5,622,336</u></u>

SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division - Operations for the fiscal year ending June 30, 2022, the following:

ITEM NO.	FISCAL YEAR 2021-2022
(01) REGULAR SALARIES	\$1,375,237
(02) PERSONAL SERVICES MATCHING	462,842
(03) OVERTIME	5,000
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	1,130,172
(B) CONF. & TRAVEL	4,000
(C) PROF. FEES	54,089
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$3,031,340</u></u>

SECTION 9. APPROPRIATION - STATEWIDE SHARED SERVICES - MISCELLANEOUS CASH. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the cash fund deposited in the State Treasury as determined by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Miscellaneous Cash for the fiscal year ending June 30, 2022, the following:

ITEM NO.	FISCAL YEAR 2021-2022
(01) REGULAR SALARIES	\$824,230
(02) EXTRA HELP	100,000
(03) PERSONAL SERVICES MATCHING	318,127
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	853,222
(B) CONF. & TRAVEL	71,800
(C) PROF. FEES	20,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	0
(05) REFUNDS/REIMBURSEMENTS	717,700
(06) EXTERNAL CONSULTANT CONTRACTS	<u>1,500,000</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$4,405,079</u></u>

SECTION 10. APPROPRIATION - STATEWIDE SHARED SERVICES - MARKETING AND REDISTRIBUTION. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Property Sales Holding Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Marketing and Redistribution for the fiscal year ending June 30, 2022, the following:

ITEM NO.	FISCAL YEAR 2021-2022
(01) REGULAR SALARIES	\$651,495
(02) EXTRA HELP	5,000
(03) PERSONAL SERVICES MATCHING	247,232
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	358,605
(B) CONF. & TRAVEL	1,000
(C) PROF. FEES	24,000
(D) CAP. OUTLAY	120,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,407,332</u></u>

SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Purchase and Corporate Travel Card Program Fund, for providing appropriation to allow for rebates coming into the State from vendor banks and for distribution to participating agencies and for operating expenses connected with the administration of the program by the Department of Transformation and Shared Services - Statewide Shared Services - Purchase and Corporate Travel Card Program for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2021-2022</u>
(01) REFUNDS/REIMBURSEMENTS	<u>\$4,000,000</u>

SECTION 12. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for information technology services expenses of the Department of Transformation and Shared Services - Statewide Shared Services for the fiscal year ending June 30, 2022, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2021-2022</u>
(01) INFORMATION TECHNOLOGY SERVICES	<u>\$600,000</u>

SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SHARED SERVICES ADMINISTRATION TRANSFER AUTHORITY.

(a)(1)(A) The Chief Fiscal Officer of the State may create paying accounts on his or her books and on the books of the Treasurer of State and the Auditor of State for the payment of personal services and operating expenses by the Department of Transformation and Shared Services.

(B) Upon prior approval of the Arkansas Legislative Council, or if meeting in Legislative Session the Joint Budget Committee, the Chief Fiscal Officer of the State shall direct the transfer of funds and appropriations to the Shared Services ~~Paying Account~~ Administration

appropriation section of this act and the transfer of positions to the Regular Salaries – Shared Services ~~- Administration~~ ~~appropriation~~ section of this act on the books of the Treasurer of State, the Auditor of State, and the Chief Fiscal Officer of the State.

(2) The transfer authority provided in subdivision (a)(1) of this section for efficiencies and to eliminate duplication of services are limited only to those services that are provided for multiple divisions of a department, including without limitation to administration, human resources, procurement, communications, fleet operations, and information services.

(3) The transfer authority provided to the department in subdivision (a)(1) of this section may be used to make transfers only within the department's appropriation act or between other appropriation acts authorized for the department.

(b)(1) ~~Each department utilizing the Shared Services Paying Account section or Regular Salaries – Shared Services section of this act~~ The Department of Transformation and Shared Services shall submit a report to be included in the Budget Manuals for hearings, conducted by the General Assembly, listing all shared services transfers of positions, funds, and appropriation under this section, which shall be submitted as instructed by the Department of Finance and Administration - Office of Budget for uniformity.

(2) A report submitted under subdivision (b)(1) of this section shall include the following:

(A) The position number, authorized position title, class code, grade, business area, and name of the division, section, or unit for the position being transferred to the Regular Salaries – Shared Services ~~- Administration~~ Administration section of this act; and

(B) The fund center, appropriation, appropriation amount, commitment item or items, business area, and name of the division, section, or unit for the fund or appropriation being transferred to the Shared Services ~~Paying Account~~ Administration appropriation section of this act.

(c)(1) It is the intent of the Ninety-Second General Assembly that the authority under this section to transfer positions is intended for use for the time period prior to Fiscal Year ~~2022~~ 2023 to allow cabinet-level departments to establish a centralized Regular Salaries - Shared Services section, with the recommendation that the position transfer authority granted under this

section be discontinued after that time.

(2) The Bureau of Legislative Research shall bring the recommendation in subdivision (c)(1) of this section to the attention of the chairs conducting the ~~2021~~ 2022 Regular-Fiscal Session pre-session budget hearings, the chairs of the Special Language Subcommittee, and the members of the Special Language Subcommittee during pre-session budget hearings.

(d) Determining the maximum number of employees and the maximum amount of appropriation and general revenue funding for a cabinet-level department each fiscal year is the prerogative of the General Assembly and is usually accomplished by delineating the maximums in the appropriation act or acts and establishing authorized positions and the general revenue allocations authorized for each fund and fund account by amendment to the Revenue Stabilization Law. Further, the General Assembly has determined that the cabinet-level departments created under Acts 2019, No. 910, may operate more efficiently if some flexibility is provided as authorized under this section. Therefore, it is both necessary and appropriate that the General Assembly maintain oversight by requiring prior approval of the Legislative Council or, if the General Assembly is in session, the Joint Budget Committee, as provided by this section. The requirement of approval by the Legislative Council or Joint Budget Committee is not a severable part of this section. If the requirement of approval by the Legislative Council or Joint Budget Committee is ruled unconstitutional by a court of competent jurisdiction, this entire section is void.

(e) The provisions of this section shall be in effect from the date of passage through June 30, ~~2021~~ 2022.

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

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

SECTION 16. EMERGENCY CLAUSE. It is found and determined by the General Assembly, that the Constitution of the State of Arkansas prohibits the appropriation of funds for more than a one (1) year period; that the effectiveness of this Act on July 1, 2021 is essential to the operation of the agency for which the appropriations in this Act are provided, and that in the event of an extension of the legislative session, the delay in the effective date of this Act beyond July 1, 2021 could work irreparable harm upon the proper administration and provision of essential governmental programs. Therefore, an emergency is hereby declared to exist and this Act being necessary for the immediate preservation of the public peace, health and safety shall be in full force and effect from and after July 1, 2021.

/s/ Joint Budget Committee

APPROVED: 4/28/21