

State of Arkansas
94th General Assembly
Fiscal Session, 2024

A Bill

HOUSE BILL 1002

By: House Management

For An Act To Be Entitled

AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
AND OPERATING EXPENSES FOR THE ARKANSAS HOUSE OF
REPRESENTATIVES - STAFF FOR THE FISCAL YEAR ENDING
JUNE 30, 2025; AND FOR OTHER PURPOSES.

Subtitle

AN ACT FOR THE ARKANSAS HOUSE OF
REPRESENTATIVES - STAFF APPROPRIATION FOR
THE 2024-2025 FISCAL YEAR.

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

SECTION 1. REGULAR SALARIES - HOUSE STAFF. There is hereby established for the Arkansas House of Representatives for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item No.	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2024-2025
(1)	CHIEF OF STAFF	1	GRADE SE04
(2)	CHIEF COUNSEL/PARLIAMENTARIAN	1	GRADE SE03
(3)	COORD LEGISLATIVE SERV	1	GRADE SE01
(4)	CHIEF INFORMATION OFFICER	1	GRADE SE01
(5)	CHIEF CLERK/FISCAL OFFICER	1	GRADE SE01
(6)	DIRECTOR OF MEMBER SERVICES	1	GRADE SE01
(7)	ADMIN SPECIALIST/TRAVEL COORDINATOR	1	GRADE GS12

(8)	HOUSE PROPERTIES & FACILITIES MGR	1	GRADE GS12
(9)	DIRECTOR OF OPS/EXEC ADMIN TO THE SPEAKER	1	GRADE GS12
(10)	ADMINISTRATIVE SPECIALIST	1	GRADE GS11
(11)	CHIEF SECURITY OFFICER/SERGEANT AT ARMS	1	GRADE GS11
(12)	ASST CHIEF CLERK/ASST FISCAL OFFICER	1	GRADE GS11
(13)	COMMUNICATIONS SPECIALIST/VIDEOGRAPHER	1	GRADE GS10
(14)	COMMUNICATIONS SPECIALIST/PHOTOGRAPHER	1	GRADE GS10
(15)	ADMINISTRATIVE RECEPTIONIST	2	GRADE GS07
(16)	ASST HOUSE PROPERTIES & FACILITIES MGR	1	GRADE GS07
(17)	PRODUCTION ASSISTANT	<u>1</u>	GRADE GS06
	MAX. NO. OF EMPLOYEES	18	

SECTION 2. EXTRA HELP. There is hereby authorized, for the Arkansas House of Representatives for the 2024-2025 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: seven (7) 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 3. APPROPRIATION - STAFF. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for personal services and operating expenses of the Arkansas House of Representatives for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$1,662,250
(02) EXTRA HELP	50,000
(03) PERSONAL SERV MATCHING	449,602
(04) MAINTENANCE & GENERAL OPERATIONS	100,000
(05) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	0
(B) CONF. & TRAVEL	0
(C) PROF. FEES	25,000

(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$2,286,852</u></u>

SECTION 4. APPROPRIATION - INSTITUTE. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the Constitutional Officers Fund, for payment of per diem and mileage of members and newly elected members who attend the Institute of Legislative Procedure, House Legislative Orientation, and any other briefing meetings held prior to the convening of a Legislative Session of the General Assembly, the sum of.....\$50,000.

SECTION 5. APPROPRIATION - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for operating expenses required in continuing the automating of the legislative process of the Arkansas House of Representatives for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	\$25,000
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	125,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$150,000</u></u>

SECTION 6. REGULAR SALARIES - MEMBER SERVICES. There is hereby established for the Arkansas House of Representatives - Member Services for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item	Maximum	Maximum Annual
<u>No.</u>	<u>Title</u>	<u>Salary Rate</u>
<u>No.</u>	<u>Title</u>	<u>Fiscal Year</u>
<u>No.</u>	<u>Title</u>	<u>2024-2025</u>
	Maximum	Salary Rate
	No. of	Fiscal Year
	Employees	2024-2025

(1)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE III	6	GRADE GS11
(2)	HOUSE SPECIAL PROJECTS/GRANTS COORDINATOR	1	GRADE GS11
(3)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE II	3	GRADE GS09
(4)	HOUSE LEGIS ANALYST/SESSION EMPLOYEE I	2	GRADE GS06
(5)	HOUSE LEGISLATIVE COMMITTEE SECRETARY	<u>1</u>	GRADE GS05
	MAX. NO. OF EMPLOYEES	13	

SECTION 7. APPROPRIATION - MEMBER SERVICES. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for personal services and operating expenses of the Arkansas House of Representatives - Member Services for the fiscal year ending June 30, 2025, the following:

ITEM NO.	FISCAL YEAR 2024-2025
(01) REGULAR SALARIES	\$969,285
(02) EXTRA HELP	25,000
(03) PERSONAL SERV MATCHING	271,399
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	10,000
(B) CONF. & TRAVEL	0
(C) PROF. FEES	0
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,275,684</u></u>

SECTION 8. REGULAR SALARIES - SUPPLEMENTAL STAFFING. There is hereby established for the Arkansas House of Representatives - Supplemental Staffing for the 2024-2025 fiscal year, the following maximum number of regular employees.

Item No.	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2024-2025
(1)	HOUSE LEGISLATIVE ANALYST II	5	GRADE GS09

(2)	HOUSE LEGISLATIVE ANALYST	2	GRADE GS06
(3)	MANAGEMENT PROJECT ANALYST	1	GRADE GS06
(4)	HOUSE LEGIS COMMITTEE SECRETARY	<u>5</u>	GRADE GS05
	MAX. NO. OF EMPLOYEES	13	

SECTION 9. APPROPRIATION - SUPPLEMENTAL STAFFING. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for personal services and operating expenses of the Arkansas House of Representatives - Supplemental Staffing for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) REGULAR SALARIES	\$670,000
(02) PERSONAL SERV MATCHING	174,000
(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>\$844,000</u></u>

SECTION 10. APPROPRIATION - HOUSE SELECT COMMITTEE EXPENSES. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for paying per diem, expenses and mileage to members of the House of Representatives attending regular and special meetings and other committee related activities of the House Select Committees for the fiscal year ending June 30, 2025, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2024-2025</u>
(01) PER DIEM, EXPENSES AND MILEAGE FOR MEMBERS OF HOUSE SELECT COMMITTEES	<u><u>\$50,000</u></u>

SECTION 11. APPROPRIATION - REAPPROPRIATION - CONSTITUTIONAL OFFICERS

FUND. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the Constitutional Officers Fund, for the balance remaining on June 30, 2024 in the appropriations enacted to defray any necessary expenses of the House of Representative of the Ninety-Fourth General Assembly, Section 2 of Act 1 of 2023, Sections 4 and 11 of Act 213 of 2023, and HB1001 as introduced in the 2024 Fiscal Session, there to be used for the same purposes of the Arkansas House of Representative of the Ninety-Fourth General Assembly, the sum in the aggregate not to exceed...\$1,950,000.

SECTION 12. APPROPRIATION - REAPPROPRIATION - STATE CENTRAL SERVICES. There is hereby appropriated, to the Arkansas House of Representatives, to be payable from the State Central Services Fund, for the balance remaining on June 30, 2024 in the appropriations enacted to defray any necessary expenses of the House of Representatives of the Ninety-Fourth General Assembly, Sections 3, 5, 7, 9, 10 and 12 of Act 213 of 2023, there to be used for the same purposes of the Arkansas House of Representatives of the Ninety-Fourth General Assembly, the sum in the aggregate not to exceed.....\$2,025,000.

SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. USES OF FUNDS. The funds appropriated in this Act shall be used to defray the necessary expenses of the operation of the Office of the Speaker of the House of Representatives, the Office of the Chief of Staff, the Office of the Coordinator of House Legislative Services, the Office of Parliamentarian, the Chief Clerk's Office, House Member Services Office and other reasonable and necessary expenses of the House of Representatives of the General Assembly incurred during the fiscal year ending June 30, ~~2024~~ 2025. Any balance remaining on June 30, ~~2023~~ 2024 in the funds provided by this Act shall be made available for the fiscal year ending June 30, ~~2024~~ 2025 and for the same purposes.

SECTION 14. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. TRANSFER AUTHORITY. If the Speaker of the House and the Chief of Staff or his designee determine that any item or portion thereof appropriation herein for a specific purpose is not needed for such purpose, they may certify such fact

to the State Auditor and the State Auditor shall cause a transfer to be made from one item to another.

SECTION 15. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SALARIES. In order that exceptionally well-qualified personnel may be recruited and retained, the House of Representatives may exceed the maximum salary levels by no more than twenty percent (20%) for no more than one-third (1/3) of the positions authorized in their operation appropriation act, may exceed the maximum salary levels for the purpose of merit adjustments for all positions, and may promote a maximum of two grades for no more than one-third (1/3) of the classified positions authorized in its operation appropriation act.

SECTION 16. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. AUDIO/VISUAL POLICY. The appropriations provided herein to produce audio or video materials by or under the direction of the House of Representatives shall not be used for the following:

- (a) A person may not use audio or video materials produced by or under the direction of the House of Representatives in political or campaign advertising.
- (b) A person may not use audio or video materials produced by or under the direction of the House of Representatives for a commercial purpose.
 - (1) In this section, "commercial purpose" means a purpose that is intended to result in a profit or other tangible benefit.
- (c) The House Management Committee may give permission to an entity to use the audio or video materials for public education governmental broadcast which shall not conflict with subsection (b).

SECTION 17. 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 18. 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 19. 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, 2024 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, 2024 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, 2024.

APPROVED: 4/25/24