



STATE OF ARKANSAS
**Department of Finance
and Administration**

B
OFFICE OF BUDGET
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November 3, 2023

Senator Jonathan Dismang, Co-Chair
Representative Frances Cavanaugh, Co-Chair
Performance Evaluation & Expenditure Review Committee
Arkansas Legislative Council
State Capitol Building
Little Rock, AR 72201

RE: FY 24 Various Temporary Appropriation Request(s)

Dear Co-Chairs:

Pursuant to Act 796 of 2023, Section 33, I am forwarding for appropriate action as required by law, the attached Various Temporary Appropriation for State Agencies and Institutions Request(s) for Fiscal Year 2024 that have received my approval as Chief Fiscal Officer of the State.

Sincerely,

A handwritten signature in blue ink, appearing to read "JLH", written over a horizontal line.

James L. Hudson
Secretary

Attachment(s)



Arkansas Securities
Department



HUGH McDONALD
SECRETARY OF COMMERCE

SUSANNAH MARSHALL
COMMISSIONER
ARKANSAS SECURITIES DEPARTMENT

B.1

October 12, 2023

Secretary Jim Hudson
Department of Finance and Administration
1509 West Seventh Street, Suite 401
Little Rock, AR 72201

BA: 0410
FC: 1MV
Fund: SIE0000
Func. Area: COMM
CI:28 - \$12,500
CI:04 - \$100,000
PC

Re: PEER Request for Appropriation Transfer

Dear Secretary Hudson:

I respectfully request your approval to transfer appropriation from the FY24 authorized DFA Disbursing Officer Appropriation authorized for Various Temporary Appropriation for State Agencies Institutions (Section 33 of Act 796 of 2023) to the Arkansas Securities Department (ASD). The requested appropriation amount is \$112,500.

This appropriation will be utilized to support the Securities Department's Investor Education Program (1MV / SIE0000). The Investor Education Program is authorized by ACA § 23-42-213 to work in conjunction with various non-profit, economic education, religious, civic and community groups to provide economic and financial education primarily to junior high through first year college students and senior citizen groups, and to inform the investing public of investments schemes and unlawful, fraudulent conduct. This grant program is fully funded with Special Revenues consisting of fines and penalties levied by the Securities Department.

The total request of \$112,500 includes the following:

- Promotional Items: An increase in appropriation only of \$12,500, which will raise the total FY24 appropriation amount from \$7,500 to \$20,000. This appropriation is used to promote and encourage increased participation in the grant program. Promotional items that are purchased with this appropriation are primarily distributed to schools and civic groups (rotary clubs, etc.) interested in participating in the Investor Education Program.
- Grants & Aid: An increase in appropriation only of \$100,000, which will raise the total FY24 line-item appropriation amount from \$150,000 to \$250,000. Although this line item has been capped at \$150,000 for many years, the public response to the program has grown significantly and in FY24 the ASD has received eligible applications totaling almost \$240,000.

The Securities Department has sufficient special revenue funding to support this request. If you need further information, please let me know.

Sincerely,

Susannah T. Marshall
Commissioner
Arkansas Securities Department

Sarah Huckabee Sanders
Governor



ARKASAS DEPARTMENT OF LABOR AND LICENSING
900 WEST CAPITOL AVE, STE.400 • LITTLE ROCK, AR 72201
Phone: 501-682-4500 Fax: 501-682-4506 TRS: 800-285-1131

Daryl E. Bassett
Secretary Labor and
Licensing

October 11, 2023

BA: 0263
Fund Center: 920
Fund: MFP0100
506:00:10
DH 10/23/2023

Jim Hudson, Chief Fiscal Officer
Arkansas Department of Finance and Administration
1509 West 7th Street
Little Rock, AR 72203-3278

RE: Arkansas Department of Labor and Licensing-Division of Fire Protection Licensing Board

Dear Mr. Hudson,

The Arkansas Department of Labor and Licensing - Division of Fire Protection Licensing Board is requesting \$16,200 in various temporary appropriation, per ACT 796 of 2023 Section 33. The appropriation is for the cost associated with having new examination questions written for the Fire Protection Licensing Board. This will bring the 12 different exams administered by the Board up to date with the National Fire Protection Codes.

Funding Source: Examination Fees
Business Area - 0263 Fund Center - 920 Fund-MFP0100
Commitment Item – Professional Fees and Services 506:00:10
Cash Available as of 10/11/2023: \$824,793.87

Thank you for your time and consideration.

Sincerely,

Daryl E. Bassett, Secretary
Arkansas Department of Labor and Licensing

Cc: Steve Guntharp, Chief of Staff
Pat White, Director Fire Protection Licensing Board
Tyler Cain, Chief Financial Officer

attachment

CAREERTECH TESTING CENTER (CTTC) PROPOSAL FOR SERVICES

For Arkansas Fire Protection Licensing Board Exam Content and Potential Hosting

OVERVIEW

CareerTech Testing Center (CTTC), a division of the Oklahoma Department of Career and Technology Education, is pleased to submit this proposal for services to support the Arkansas Fire Protection Licensing Board by providing 900 questions to populate 12 item banks for use by the Arkansas Fire Protection Licensing Board for licensure testing. ~~We can also provide hosting services for these licensure exams on our testing platform utilizing a Pay-As-You-Go pricing structure.~~

The Objective

The Arkansas Fire Protection Licensing Board approached CTTC to assist with item creation ~~and potential hosting~~ of 12 licensure exams. CTTC has provided standards and assessments for career and technology center programs since 1985. We also partner with 15 different state agencies/divisions to help develop and deliver examinations required for certifications and licensures. Therefore, we understand the requirements and processes required for high stakes testing.

- Need #1: 900 Questions for 12 item banks
- Need #2: Evaluation of the items for final approval
- ~~Need #3: Hosting the 12 licensure exams on CTTC platform~~

The Solution

We can utilize our resources both in-house and through contracting to provide the required number of questions. We would ask that the Arkansas Fire Protection Licensing Board help provide resources to help with question creation and final approval. ~~We also host various certification/licensure exams and our personnel provide technical support directly to the agency. We can deliver immediate coaching reports/test results if we host the exams. We can also provide item analysis that categorizes results by high/low score on the overall exam, etc...~~

- Goal #1: CTTC can provide questions utilizing in-house resources and/or contracting with SMEs
- Goal #2: CTTC, with the assistance of the Arkansas Fire Protection Licensing Board, will have a final approval of the questions
- ~~Goal #3: CTTC can provide hosting services for the 12 licensure exams. This service will include roster intake, scheduling, and technical assistance as needed.~~

OUR PROPOSAL

Execution Strategy

Our execution strategy incorporates proven methodologies, extremely qualified personnel, and a highly responsive approach to managing deliverables. Following is a description of our project methods, including how the project will be developed, a proposed timeline of events, and reasons for why we suggest developing the project as described.

Technical/Project Approach

Our approach to accomplish this project will include writing/contracting the 900 multiple choice (stem/3 responses) questions, documenting question references, assisting the Arkansas Fire Protection Licensing Board to review the questions, ~~and possibly provide hosting solutions for the 12 licensure exams.~~

Resources

We have staff available and/or will contract with SMEs to provide the necessary questions required. We have utilized these methods and have successfully created large numbers of content for various needs. We would ask for the Arkansas Fire Protection Licensing Board to provide access to the required NFPA codes, rules, or curriculum that may be used to help prepare the item bank questions. ~~If we are chosen to provide hosting services, this service will include loading/scheduling candidates, results spreadsheets, providing any needed technical support, and item analysis/coaching reports.~~

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
900 questions	900 questions total for 12 item banks that encompass 10 NFPA codes and 2 rule-specific exams
Vetting Sessions	Coordinate with Arkansas Fire Protection Licensing Board to have in-person or virtual vetting sessions for the final versions of the items
Hosting	Provide a Pay-As-You-Go hosting service that allows you to pay a set fee per exam per month that the system is utilized for testing.

Timeline for Execution

Key project dates are outlined below. Dates are best-guess estimates and are subject to change until a contract is executed.

Description	Duration
Project Start	6 months
Obtain necessary references for questions from Arkansas Fire Protection Licensing Board	1 st 2 weeks

Determine in-house and contracting needs	1 st 4 weeks
Phase 1 Complete	
Write/Contract questions	4 – 5 months
Phase 2 Complete	
Review questions	Final month of contract
If Hosting – determine registration questions, assessment specifics, final layout of process	Final month of contract
Project End	

Supplied Materials

The following materials are to be supplied by the Arkansas Fire Protection Licensing Board for this project.

Materials to be supplied by the Arkansas Fire Protection Licensing Board
NFPA code books
Arkansas Rules for areas of certification
Assistance with final review of questions either at in-person or virtual meetings

PRICING

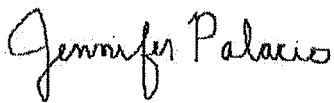
The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for ## days from the date of this proposal:

Services Cost – Question Creation	Price
900 questions with documented reference (\$18/question)	\$16,200.00
Total Services – Question Creation Costs	\$16,200.00
Services Cost Hosting	
Pay-As-You-Go	\$20.00 (per exam, per administration)

Initial Setup (includes labor to create exams, outline processes needed, establish SFTP account for results transmission)	\$200.00.
Hosting Total Services	\$200 + \$20 per exam per administration Exam pricing is invoiced monthly and only PAYG

Sample Disclaimer: Disclaimer: The prices listed in the preceding table are an estimate for the services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is executed.

Thank you for your consideration,



Jennifer Palacio
Assessment Manager



COL. MIKE A. HAGAR
Secretary

State of Arkansas
Governor Sarah Huckabee Sanders

B.3

DEPARTMENT OF PUBLIC SAFETY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 618-8235

October 20, 2023

Jim Hudson, Secretary
Department of Finance and Administration
Office of the Secretary
1509 West 7th Street, Suite 401
Little Rock, AR 72203-3278

Dear Secretary Hudson:

The Arkansas Department of Public Safety – Division of Arkansas State Police is requesting additional appropriation authorized under Section 33 of Act 796 of 2023, in the amount of \$431,000. This appropriation is needed for AFIS operating expenses and facility maintenance. Funding source is existing special revenues from Criminal Background Checks. Agency will be blocking Capital Outlay appropriation to offset this request.

If there are any questions, please contact Karen Perry at 501-618-8333.

Business Area: 0960
Functional Area: SFTY
Funds Center: 345
Fund: SEF0100 - \$431,000
Commitment Items: 502:00:02

Sincerely,

A handwritten signature in blue ink that reads "Karen Perry".

Karen Perry
Chief Fiscal Officer



COL. MIKE A. HAGAR
Secretary

State of Arkansas
Governor Sarah Huckabee Sanders

DEPARTMENT OF PUBLIC SAFETY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 618-8235

October 20, 2023

Jim Hudson, Secretary
Department of Finance and Administration
Office of the Secretary
1509 West 7th Street, Suite 401
Little Rock, AR 72203-3278

Dear Secretary Hudson:

The Arkansas Department of Public Safety – Division of Arkansas State Police is requesting additional appropriation authorized under Section 33 of Act 796 of 2023, in the amount of \$1,467,000. This appropriation is needed for fleet equipping & maintenance, operational costs, and public safety equipment. Funding source for fleet request is existing special revenues utilizing fund balance. Funding source for operational and public safety equipment cost is certification increase in special revenues and miscellaneous revenues tied to ASP Operations.

If there are any questions, please contact Karen Perry at 501-618-8333.

Business Area: 0960
Functional Area: SFTY
Funds Center: 519
Fund: SMP0100 - \$467,000
SMP8800 - \$1,000,000
Commitment Item: 502:00:02

Sincerely,


Karen Perry
Chief Fiscal Officer



COL. MIKE A. HAGAR
Secretary

State of Arkansas
Governor Sarah Huckabee Sanders

B.5

DEPARTMENT OF PUBLIC SAFETY

1 State Police Plaza Drive
Little Rock, Arkansas 72209
Office: (501) 618-8235

October 19, 2023

Jim Hudson, Secretary
Department of Finance and Administration
Office of the Secretary
1509 West 7th Street, Suite 401
Little Rock, AR 72203-3278

Dear Secretary Hudson:

The Arkansas Department of Public Safety – State Crime Laboratory is requesting a new appropriation authorized under Section 33 of Act 796 of 2023, in the amount of \$400,000. This appropriation will be utilized for operational costs and equipment for the State Crime Laboratory as authorized under A.C.A. §19-6-460. Funding source is existing forfeiture revenues. Agency will be blocking appropriation under SCE0100, 1VM in the amount equal to this request.

If there are any questions, please contact Karen Perry at 501-618-8333.

Business Area: 0955
Functional Area: SFTY
Funds Center: NEW
Fund: SCE0100
Commitment Item: 590:00:46

Sincerely,

A handwritten signature in blue ink that reads "Karen Perry".

Karen Perry
Chief Fiscal Officer