



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

OFFICE OF PERSONNEL MANAGEMENT
Classification & Compensation
1509 West Seventh Street, Suite 205
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-1753
<http://www.arkansas.gov/dfa>

December 12, 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

Dear Co-Chairs:

The Office of Personnel Management submits a request from the Arkansas Public Service Commission (PSC) for your review. The Arkansas Public Service Commission has requested two positions from the position pool established by Ark. Code Ann. §21-5-225(a)(1). The surrendered positions and the requested classifications are listed below:

<u>POSITIONS SURRENDERED</u>	<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>
22087748	Computer Support Analyst	D071C	IT03
22087752	Administrative Analyst	C037C	GS06

<u>CLASSIFICATIONS REQUESTED</u>	<u>CLASS CODE</u>	<u>GRADE</u>
Attorney	G073C	GS10
PSC Rate Case Analyst	A046C	GS09

JUSTIFICATION

PSC currently has zero positions authorized as G073C, Attorney. They need additional legal support to assist with developing and presenting testimony, reports, and legal pleadings before their commission. Their requested position would additionally be responsible for reviewing received natural gas procurement plans and subsequently preparing reports based upon those findings.

Senator John Cooper, Co-Chairperson
Representative Les Eaves, Co-Chairperson
December 12, 2017
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PSC has twelve positions authorized as PSC Rate Case Analyst. They need an additional position to assist with increasing utility industry formula rate plan filings at PSC. PSC rate case analysts perform data analyses on these filings and present the information to the commission. Considering the increase in industry filings, it is PSC's position that reclassifying this position to a PSC Rate Cast Analyst position would better serve their business operations than their existing Administrative Analyst position.

The Office of Personnel Management has reviewed the agency's request and **recommends** approval of their requested position authorized as G073C, Attorney. The estimated cost for this request is \$28,528.

Your consideration of this request is appreciated.

Sincerely,



Kay Barnhill,
State Personnel Administrator



Chief Fiscal Officer of the State

DEC 01 2017

Date

KB/cmb:1-2

Ted J. Thomas
Chairman
(501) 682-5806

Elana C. Wills
Commissioner
(501) 682-5809

Kimberly A. O'Guinn
Commissioner
(501) 682-5809

ARKANSAS
PUBLIC SERVICE COMMISSION
UTILITIES DIVISION
1000 Center Street
P.O. Box 400
Little Rock, Arkansas 72203-0400
<http://www.Arkansas.gov/psc>



John P. Bethel
Director
(501) 682-1794

November 6, 2017

Ms. Kay Barnhill
State Personnel Administrator
Office of Personnel Management
1509 W. 7th Street
Little Rock, AR 72201



Dear Ms. Barnhill:

On behalf of the Arkansas Public Service Commission, I am requesting a Grade GS9 PSC Rate Case Analyst pool position for the Commission's Utilities Division. I am surrendering Position Number 22087752 which is a Grade GS6 Administrative Analyst position in the Utilities Division. The justification for this request is set forth below.

Position number 22087752: This position is currently a Grade GS6 Administrative Analyst in the Utilities Division. I am requesting a Grade GS9 PSC Rate Case Analyst position. The position is needed to enable the Agency to hire an additional PSC Rate Case Analyst to assist in addressing the numerous issues confronting the utility industry. The additional PSC Rate Case Analyst better meets the staffing needs of the Agency than does the Administrative Analyst position. Given the increasing number and complexity of issues, it is critical to upgrade the position to provide additional technical, analytical staffing to assist in addressing utility industry issues before the Commission. The PSC Rate Case Analyst position matches the Agency's needs.

The Agency needs a PSC Rate Case Analyst position to enable it to meet the increased responsibilities of working with the Southwest Power Pool and Mid-Continent Independent System Operator Regional Transmission Organizations (RTOs). Both of these organizations have numerous committee and working group meetings that require more staffing to effectively perform the Commission's required responsibilities than the Agency is currently able to provide. The level of work with the RTOs alone has more than doubled in recent years. Additionally, there are increasing numbers of filings before the Commission with utility formula rate plan (FRP) filings. Currently three utilities have approved FRP filings and more utilities plan to add those mechanisms in the near future. FRP mechanisms

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OFFICE OF PERSONNEL MGT.
DEPT. OF FIN. & ADMIN.

Ms. Kay Barnhill
November 6, 2017
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generate annual filings that are on a compressed schedule for review and analysis. The energy efficiency filings continue to require data analysis and evaluation. There are also increasing numbers of applications for constructing generation and transmission facilities. Given the increasing number and complexity of issues, it is critical to upgrade the position to provide staffing with the education and work experience necessary to address those issues. Additional technical expertise will help perform the required evaluations within the established time requirements. These increased activities require additional staffing with the requisite technical expertise necessary to advise and support the Commissioners. The PSC Rate Case Analyst position better meets the needs of the Agency than does an Administrative Analyst position.

I appreciate your consideration of this request. If you need additional information regarding this matter, please contact Vikki Hearn or me.

Sincerely,

A handwritten signature in dark ink, appearing to read "John P. Bethel". The signature is written in a cursive style with some loops and flourishes.

John P. Bethel



DEPARTMENT OF FINANCE & ADMINISTRATION
Office of Personnel Management
Request for Pool Position

Business Area	Agency/Institution	Date
0450	Public Service Commission	11/06/17

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22087752	Administrative Analyst	GS6	C037C

Classification(s) Requested

N/A	Classification Title	Pay Grade	Class Code
	PSC Rate Case Analyst	GS9	A046C

I Hereby Certify / Understand That:

- A. The position requested is critical to the operation of this Agency/Institution and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency/Institution.
- E. No current employee will be displaced by this action.

Agency Personnel Rep	Date
Vikki Hearn	11/06/17

Agency Director	Date
John Bethel	11/06/17

Ted J. Thomas
Chairman
(501) 682-5806

Elana C. Wills
Commissioner
(501) 682-5809

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John P. Bethel
Director
(501) 682-1794

July 25, 2017

Ms. Kay Barnhill
State Personnel Administrator
Office of Personnel Management
1509 W. 7th Street
Little Rock, AR 72201

RECEIVED
JUL 25 2017
OFFICE OF PERSONNEL MGMT
DEPT. OF FIN. & ADMIN.

Dear Ms. Barnhill:

On behalf of the Arkansas Public Service Commission, I am requesting a Grade GS10 Attorney pool position for the Commission's Utilities Division. I am surrendering Position Number 22087748 which is a Grade IT03 Computer Support Analyst in the Utilities Division. The justification for this request is set forth below.

Position number 22087748: This position is currently a Grade IT03 Computer Support Analyst. I am requesting a Grade GS10 Attorney position. The position is needed to enable the Agency to hire an additional Attorney to assist in addressing the numerous issues confronting the utility industry. The additional Attorney better meets the staffing needs of the Agency than does the Computer Support Analyst position. Given the increasing number and complexity of issues, it is critical to upgrade the position to provide additional legal staffing to assist in addressing utility industry issues before the Commission. The Attorney position matches the Agency's needs.

There are a number of filings before the Commission that require legal representation. With the passage of Act 725 of 2015, the jurisdictional utilities are beginning to prepare and implement formula rate mechanisms. These mechanisms provide for annual rate review filings. The Agency staff will require additional legal support in these proceedings. There are several filings related to the utility energy efficiency programs annually that also require the development and presentation of testimony, reports, and legal pleadings before the Commission. Additionally, these proceedings require the Commission to conduct public hearings, and an additional Attorney position will assist in those proceedings. There are a growing number of proceedings to address net metering facilities installed by customers as well as other distributed, customer-owned generating facilities that will require action

Ms. Kay Barnhill

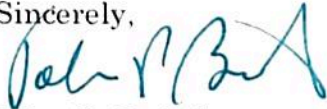
July 25, 2017

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before the Commission. Annually, the natural gas utilities prepare and present natural gas procurement plans that require review and the preparation of reports related to those filings. Every three years, the electric utilities present resource plans that also require review and the development of reports. The number and complexity of cases before the Commission warrant the requested Attorney position.

I appreciate your consideration of this request. If you need additional information regarding this matter, please contact Vikki Hearn or me.

Sincerely,



John P. Bethel



DEPARTMENT OF FINANCE & ADMINISTRATION
Office of Personnel Management
Request for Pool Position

Business Area	Agency/Institution	Date
0450	Public Service Commission	07/25/17

Position(s) to be Surrendered

Position/Item Number	Classification Title	Pay Grade	Class Code
22087748	Computer Support Analyst	IT03	D071C

Classification(s) Requested

N/A	Classification Title	Pay Grade	Class Code
	Attorney	GS10	G073C

I Hereby Certify / Understand That:

- A. The position requested is critical to the operation of this Agency/Institution and a detailed justification for this request is attached. (Justification should be detailed and not less than one typed page in length.)
- B. Sufficient funds are available to fund this position at the requested grade.
- C. This is a full time position that will not be used for any other purpose than that which is outlined in the attached narrative.
- D. The position to be surrendered is the highest grade position available and the loss of this position will not adversely affect the operation of this Agency/Institution.
- E. No current employee will be displaced by this action.

Agency Personnel Rep	Date
Vikki Hearn	07/25/17

Agency Director	Date
John Bethel	07/25/17



**Department of Finance & Administration
Office of Budget**

FORM PACERT

CERTIFICATION OF FUNDING FOR PERSONNEL ACTIONS

Agencies must complete this form for personnel actions involving pool requests or director's discretion under the Uniform Classification & Compensation Act for either incumbents or new hires. By completing this form, your agency certifies that sufficient agency funds exist and are available during the current fiscal year, and are expected to be available on an ongoing basis, to cover the requested salary adjustment. Agencies requesting discretionary increases will not be eligible for additional Merit Adjustment Fund disbursements to cover the costs of such increases. For adjustments affecting more than one position, please attach a spreadsheet with the information below listed for each position. A signed copy of this form must be attached.

1. Type of Action Requested:		Surrender Pool Position	
2. Employee Name:		vacant	
3. Employee Personnel Number (if any):			
4. Job Title:		PSC Sr. Rate Case Analyst	
5. Class Code:	A028C	6. Grade:	GS11
7. Current Salary:			
8. Increase in Salary:			
9. Increase in Personal Services Match:			
10. Total Budgetary Impact (Boxes 8 & 9):		\$ 0.00	
11. Fund Center:		255	
12. Cost Center:		335300	
13. Funding Source:		Special Revenue	
14. Current Budget for Appropriation:		9,940,681	
15. Certified Funding for Appropriation:		11,546,212	

Justification:

This position is needed to enable the Agency to hire an additional PSC Rate Case Analyst to assist in addressing the numerous issues confronting the utility industry. The additional PSC Rate Case Analyst position will better meet the staffing needs of the Agency than does the Administrative Analyst position. Given the increasing number and complexity of issues, it is critical to upgrade the position to provide additional technical, analytical staffing to assist in addressing utility industry issues before the Commission.

By signing this document, I certify that sufficient agency funds are available to support this request without impacting other programs or services. I also acknowledge that funding for this action will not be made available from the Merit Adjustment Fund.



Agency Director

11/06/17

Date