



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

**OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office**
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June 8, 2012

Senator Michael Lamoureux, Co-Chair
Representative Bryan King, Co-Chair
Uniform Personnel Classification and
Compensation Plan Subcommittee
Arkansas Legislative Council
State Capitol Building, Room 315
Little Rock, Arkansas 72201

Dear Gentlemen:

The Office of Personnel Management submits a request from the Arkansas State Bank Department for your review. This request is made for continued authorization to use a certification compensation differential for employees obtaining designation of Certified Examination Manager (CEM) in the following classification.

A005N- Assistant Deputy Bank Commissioner - grade N906

This would provide a certification differential, up to a six percent, for those who successfully meet criteria and obtain certification through the Conference of State Bank Supervisors (CSBS). Employees' years of service, advanced technical and analytical skills and current level of expertise are requirements to obtain certification.

CSBS is the nationwide organization for state bank supervision and represents bank regulators of the fifty states, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands and approximately 6,200 state chartered financial institutions. The organization has for principle tenants: Education, Coordination, Communication and Avocation.


As students successfully complete the certification and become eligible they will receive the designation of Certified Examination Manager (CEM) from the foundation. Employees of the Bank Department maybe placed at a rate of pay up to 6% higher than their current salary upon successfully obtaining the certification. Currently there are four incumbents eligible for this differential at a cost of \$21,796.92.

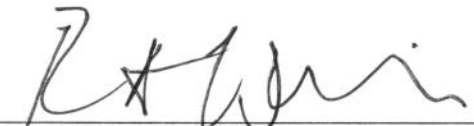
Based on the review of the proposed plan and the need of the Arkansas State Bank Department to retain qualified personnel and remain competitive, the Office of Personnel Management recommends approval of the continued usage of this certification compensation differential as stated above.

Senator Michael Lamoureux, Co-Chair
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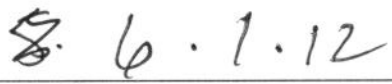
Your consideration of this request is appreciated.

Sincerely,


Kay Barnhill Terry
State Personnel Administrator



Chief Fiscal Officer of the State



Date

KBT/glj:1-2



Arkansas State Bank Department

Candace A. Franks
Commissioner

Mike Beebe
Governor

April 30, 2012

Kay Terry, Administrator
Office of Personnel Management
1509 W. 7th Street, Suite 201
Little Rock, AR 72201

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APR 30 2012

**OFFICE OF PERSONNEL MGMT
CLASS & COMP**

Dear Kay:

The Arkansas State Bank Department is requesting re-approval of our current salary administration grid on the attached job classifications.

With the implementation of the new pay plan in 2009, the Bank Department lost the special language we had always utilized to retain our bank examination staff. With the approval of the Legislative Personnel Committee we were fortunate to have the attached Salary Grid approved to provide a career path for examination personnel, maintain salary levels comparable to market rates, and help reduce turnover. The salary grid is again being requested to continue to provide a framework within the pay plan for the retention of examiners; and to ensure that the Department has the personnel resources to provide the best services possible to the banking industry and safeguard the general public.

In addition, we are requesting to maintain our Professional Certification Differential on the following classification:

Class Code: A005N Assistant Deputy Bank Commissioner

The employees' years of service, advanced technical and analytical skills and current level of expertise are requirements to obtain certification through CSBS (Conference of State Bank Supervisors). The Department's four (4) Assistant Deputy Bank Commissioners who are currently in Class Code A005N have met CSBS's criteria and received the designation of Certified Examination Manager (CEM) from the Education Foundation. In addition, they are required by the Bank Department to maintain the certification by successfully completing the continuing education units required by CSBS each year.

As you can see from the attached, CSBS Certification is for a three (3) year period and requires that a minimum of sixty-three (63) continuing education hours (CEHs) be completed within that time frame to be re-certified. Attached is a print out from our database which shows that each employee has already met the requirements.

The ability to retain these employees is critical to the Bank Department. Your consideration and approval of this Certification Differential and current Pay Grid would be appreciated.

As Commissioner, I certify that the Bank Department does have the funds and appropriation to support this grid and the certification pay on our four senior employees.

If additional information is needed, please contact me or my Fiscal Division Manager, Gail Green at 324-9019.

Sincerely,



Candace A. Franks
Commissioner

Attachments (3)