



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

**OFFICE OF PERSONNEL MANAGEMENT
Administrator's Office**
1509 West Seventh Street, Suite 201
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-1753
FAX: (501) 682-5104
www.arkansas.gov/dfa

June 8, 2012

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

Gentlemen:

The Office of Personnel Management submits the following request for approval in accordance with ACA 21-1-402(b), which states:

No person whose spouse is elected to a constitutional office may, after the spouse is elected to the constitutional office and during the term for which the spouse is elected, enter into employment with any state agency without the prior approval of the Joint Budget Committee during a legislative session, the Legislative Council between legislative sessions, and the Governor.

The Arkansas Agriculture Department has selected Cynthia Edwards for the position of Deputy Director of Agriculture, grade U057U, position number 22142797, with a proposed salary of \$95,000.00. Ms. Edwards is the spouse of John Edwards, a current member of the Arkansas House of Representatives.

Upon review of the criteria specified, the Office of Personnel Management finds that the Arkansas Agriculture Department has met the employee disclosure/certification and employment of family members requirements.

In addition, pursuant to ACA 21-1-402(b), the Office of Personnel Management has obtained the approval of the Governor.

Senator Michael Lamoureux, Co-Chairman
Representative Bryan B. King, Co-Chairman
June 8, 2012
Page 2 of 2

Your approval of this request is greatly appreciated.

Sincerely,



Kay Barnhill Terry
State Personnel Administrator

Attachment: Employee Disclosure/Certification and Employment of Family Members Form
Governor's Approval Letter

KBT/jlh



STATE OF ARKANSAS
MIKE BEEBE
GOVERNOR

May 24, 2012

Richard A. Weiss
Chief Fiscal Officer of the State
1509 West Seventh Street, Suite 401
Little Rock, AR 72201

Dear Mr. Weiss:

In response to your letter dated May 24, 2012, I am approving the request presented by you, on behalf of the Arkansas Agriculture Department, to hire Cynthia Edwards in the position Deputy Director of Agriculture, U057U, position number 22142797, with a proposed salary of \$95,000.00. You have reported that Ms. Edwards is the spouse of John Edwards, a current member of the Arkansas House of Representatives.

Based upon appropriate review of the criteria specified pursuant to Ark. Code Ann. § 21-1-402(b), I concur with the determination that the agency has met the employee disclosure/certification and employment of family members requirements. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Beebe".

Mike Beebe

MB:jb



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

OFFICE OF THE DIRECTOR
1509 West Seventh Street, Suite 401
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-2242
Fax: (501) 682-1029
<http://www.state.ar.us/dfa>

May 24, 2012

The Honorable Mike Beebe
Governor of Arkansas
State Capitol Building
Suite 250
Little Rock, AR 72201

Dear Governor Beebe:

The Office of Personnel Management presents the following request for approval in accordance with Ark. Code Ann. § 21-1-402(b), which states:

“ No person whose spouse is elected to a constitutional office may, after the spouse is elected to the constitutional office and during the term for which the spouse is elected, enter into employment with any state agency without the prior approval of the Joint Budget Committee during a legislative session, the Legislative Council between legislative sessions, and the Governor.”

The Arkansas Agriculture Department has selected Cynthia Edwards for the position Deputy Director of Agriculture, U057U, position number 22142797, with a proposed salary of \$95,000.00. Ms. Edwards is the spouse of Mr. John Edwards, a current member of the Arkansas House of Representatives.

Upon review of the criteria specified, the DFA - Office of Personnel Management finds that the Arkansas Agriculture Department has met the employee disclosure/certification and employment of family members requirements. With your approval, this request will be submitted to the Arkansas Legislative Council.

Should you have any questions or concerns, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Weiss".

Richard A. Weiss
Chief Fiscal Officer of the State

Attachment: Employee Disclosure/Certification and Employment of Family Members Form

STATE OF ARKANSAS
Department of Finance and Administration

EMPLOYEE DISCLOSURE/CERTIFICATION AND EMPLOYMENT OF FAMILY MEMBERS FORM

1. Yes No Are you a current or former* state employee?
2. Yes No Are you a current Constitutional Officer** or Arkansas General Assembly member?
3. Yes No Are you the spouse of a current Constitutional Officer** or Arkansas General Assembly member?
 3.a. Yes No If "Yes," give spouse's name & office. John Edwards - House of Representatives
 If "Yes," is your expected salary above the pay grade 13 level IV?
4. Yes No Are you a former* member or the spouse of a former member of the Arkansas General Assembly?
 4.a. Yes No If "Yes," give member or spouse's name & office.
 4.b. Yes No If "Yes," did you serve or did your spouse serve within the last 24 months? If "Yes," within the 24 months prior to your leaving office or your spouse leaving office, was the position for which you are being considered created by legislative action, or if the maximum salary level increased by more than 15%, was this authorized by legislative action?
5. Yes No Are you a relative† of the Public Official‡ in charge of the agency in which you are applying?
 If "Yes," give relative's name, position or office & relationship.
6. Yes No Are you a relative* (other than the spouse) of a Constitutional Officer or an Arkansas General Assembly member or are you a relative* of a state employee, state board or commission member?
 If "Yes," give relative's name, position or office & relationship.
7. Yes No If you checked "Yes" in #5 above, does this relative work within the state agency in which you are applying?
 7.a. Yes No If "Yes," is the position for which you are applying in the direct line of supervision of your relative or will the position be a supervisory employee of the relative.

*Former is defined as within the last 24 months.
 **Constitutional Officer: Governor, Lt. Governor, Secretary of State, Attorney General, Auditor, Treasurer, Land Commissioner.
 †Relative includes: husband, wife, mother, father, stepmother, stepfather, mother-in-law, father-in-law, sister, brother, step-sister, stepbrother, half-sister, half-brother, step-in-law, brother-in-law, daughter, son, stepdaughter, stepson, daughter-in-law, son-in-law, aunt, uncle, first cousin, niece or nephew.
 ‡Public Official includes constitutional officers, members of the Arkansas General Assembly, the executive head of any agency, department, board, commission, institution, bureau, or council of the state.

I understand that to be eligible for employment with the State of Arkansas, I must be in compliance with Governor's Executive Order 98-06, Governor's Policy Directive No. 8 and Arkansas Code Annotated (ACA) §21-8-304, which state, in part, that while employed as a state employee, I cannot enter into any Professional Services Contract or Consultant Service Contract with any state agency unless I am providing Nursing Services and contracting with the Department of Health & Human Services. I also understand that as an employee of the State of Arkansas I am restrained from supervising or being supervised by a relative under ACA §25-10-1002. If not hired and it can be proven I falsely disclosed or failed to disclose information I could be subject to criminal, civil and/or administrative remedies. I assert that I have answered the above questions to the best of my knowledge.

Cynthia A. Edwards Applicant Name (Please Print)
Cynthia Edwards Signature of Applicant with Date
 Social Security Number

- INSTRUCTIONS FOR HIRING OFFICIAL:**
- A. The applicant cannot be hired if they answered YES to 2, 4b, 5, or 7a.
 - B. Submit the form to the State Chief Fiscal Officer (CFO) and the Joint Budget Committee (JBC) / Legislative Council (LC) if the applicant answered YES to 3a. Submit form approved by the CFO & JBC/LC with the hire packet. (The State CFO is the DFA Director.)
 - C. Submit the form to your agency Human Resource Manager if the applicant answered YES to 6 or 7. Submit the form approved by HR manager with the hire packet.
 - D. Complete the form by both the applicant and the Hiring Official (Supervisor). If the applicant answers NO to each question or YES only to 1, 3, 4 and/or 4a. (See instructions above if YES to 3a, 4b or other questions). Submit the completed & signed form along with the hire packet.
- This form must be completed by the Hiring Official (Supervisor) for ALL applicants offered employment.*

Agency/Institution Department of Agriculture Hiring Official Richard Bell
 Position Applied for Deputy Director Position # 22142297 Pay Grade V Salary 195,000
 I certify that the applicant meets the education and experiential qualifications required to perform the duties of the position for which they are being considered.
Richard Bell Signature of Agency/Institution Hiring Official
 501-683-4857 Phone Number

<input type="checkbox"/> Approved	Agency/Institution Human Resource Manager	Agency Number	Date
<input type="checkbox"/> Disapproved			