



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 (OPM) submits a request from the State Military Department to continue a certification differential of 6% pursuant to Arkansas Code 21-5-221 which states:

(i)(1) A professional certification differential of up to six percent (6%) for job-related professional certifications for individual positions or for specific classifications within an agency or institution may be authorized if the certification is:

(A) From a recognized professional certifying organization and is determined to be directly related to the predominant purpose and use of the position or classification; and

(B) Not included as a minimum qualification established or as a special requirement for the classification by the official class specification.

(2)(A) A professional certification differential may be paid only while the certification is current and maintained by the employee and while employed in a position or classification covered by the plan.

(B) Documentation of continuation or renewal of the certification of the employee is required for continuation of certification differential.

The State Military Department has requested continuation of a previously approved certification differential for the following classification:

<u>TITLE</u>	<u>CLASS CODE</u>	<u>GRADE</u>
Skilled Tradesman	S031C	C115

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Act 333 of 1957 states that all public water systems shall have the Water Distribution Operator licensed by the Arkansas Department of Health. A failure to have a licensed operator may result in enforcement action being taken against the State Military Department. By approving this certification, the State Military Department will be in compliance with state laws and will have a chain of custody established for all sampling, testing, and inspection in regards to water, sewer, and storm drainage systems at Camp Robinson.

The Military Department is requesting continuation of certification pay of 6% for the following certification:

- Water System Operator License

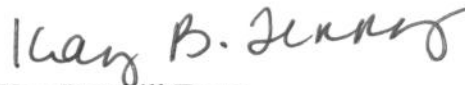
The turnover rates for this classification from July 1, 2011 to present has been 7.4% statewide and 16% for the Military Department.

Currently, the Military Department is providing one certification differential to an employee in the above mentioned classification at a cost of \$2,737.

The Office of Personnel Management recommends continuation of the previously approved certification differential as listed above.

Your consideration of this request is appreciated.

Sincerely,



Kay Barnhill Terry
State Personnel Administrator



Chief Fiscal Officer of the State

JUN 04 2012

Date



MILITARY DEPARTMENT OF ARKANSAS
OFFICE OF THE ADJUTANT GENERAL
CAMP JOSEPH T. ROBINSON
NORTH LITTLE ROCK, ARKANSAS 72199-9600

MIKE BEEBE
GOVERNOR

WILLIAM D. WOFFORD
MAJOR GENERAL
THE ADJUTANT GENERAL

01 June 2012

Kay Barnhill Terry
Office of Personnel Management
1509 West Seventh Street
Post Office Box 3278
Little Rock, AR 72203-3278

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OFFICE OF PERSONNEL MGMT
CLASS & COMP

Dear Mrs. Terry:

The State Military Department (SMD) submits a request of approval for Professional Certification Compensation Differential listed below:

PROFESSIONAL CERTIFICATION DIFFERENTIAL

The State Military Department (SMD) is requesting approval for Professional Certification Differential of 6% for the following certifications listed below pursuant to Act 1017 of 2011:

A professional certification differential of up to six percent (6%) for job-related professional certifications for individual positions or for specific classifications within an agency or institution may be authorized if the certification is:

- (1)(A) From a recognized professional certifying organization and is determined to be directly related to the predominant purpose and use of the position or classification; and*
- (B) Not included as a minimum qualification established or as a special requirement for the classification by the official class specification.*

(2)(A) A professional certification differential may be paid only while the certification is current and maintained by the employee and while employed in a position or classification covered by the plan.

(B) Documentation of continuation or renewal of the certification of the employee is required for continuation of certification differential.

ELIGIBLE CLASSIFICATIONS

TITLE	CLASS CODE	GRADE
Skilled Tradesman	S031C	C115

Professional Certification Differential percentages for Skilled Tradesman (S031C) may be paid up to the percentages listed below (subject to available funds, appropriations and agency mission/needs):

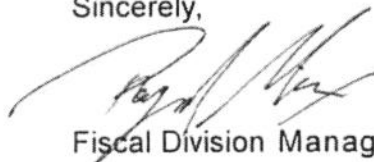
<u>CERTIFICATIONS/LICENSURES</u>	<u>PERCENTAGE</u>
Water System Operator License(s)	6%

JUSTIFICATION

State law, Act 333 of 1957 state that all public water systems shall have the Water Distribution Operator licensed by the Arkansas Department of Health and failure to meet the requirements pertaining to Public Water Systems' may result in enforcement action being taken against the water system. The Camp Robinson Water Distribution System shall have a Water Distribution Operator to perform required chlorine residual testing, reduced pressure zone testing, chain of custody for any and all sampling, master meter recording & reporting, bacteriological summary tracking, inspection, test gauges, drainage & vent water, drainage & vent air, water supply system, gravity sewer, forced sewer and storm drainage.

Your consideration of this request is appreciated.

Sincerely,



Fiscal Division Manager