

State of Arkansas
92nd General Assembly
Fiscal Session, 2020

A Bill

SENATE BILL 86

By: Joint Budget Committee

For An Act To Be Entitled

AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES AND OPERATING EXPENSES FOR THE DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL YEAR ENDING JUNE 30, 2021; AND FOR OTHER PURPOSES.

Subtitle

AN ACT FOR THE DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES APPROPRIATION FOR THE 2020-2021 FISCAL YEAR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. REGULAR SALARIES - SHARED SERVICES. There is hereby established for the Department of Transformation and Shared Services for the 2020-2021 fiscal year, the following maximum number of regular employees.

Item	Class		Maximum	Maximum Annual
No.	Code	Title	No. of	Salary Rate
			Employees	Fiscal Year
				2020-2021
(1)	SC014	SEC OF TRANSFORMATION & SHARED SVCS	<u>1</u>	GRADE SE05
		MAX. NO. OF EMPLOYEES	1	

SECTION 2. APPROPRIATION - SHARED SERVICES PAYING ACCOUNT. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the paying account as determined by the Chief Fiscal



Officer of the State with transfers from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services for the fiscal year ending June 30, 2021, the following:

ITEM NO.		FISCAL YEAR 2020-2021
(01)	REGULAR SALARIES	\$155,916
(02)	PERSONAL SERVICES MATCHING	39,659
(03)	MAINT. & GEN. OPERATION	
	(A) OPER. EXPENSE	0
	(B) CONF. & TRAVEL	0
	(C) PROF. FEES	0
	(D) CAP. OUTLAY	0
	(E) DATA PROC.	0
(04)	SHARED SERVICES PROGRAMS	<u>0</u>
	TOTAL AMOUNT APPROPRIATED	<u><u>\$195,575</u></u>

SECTION 3. REGULAR SALARIES - ADMINISTRATION. There is hereby established for the Department of Transformation and Shared Services for the 2020-2021 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2020-2021
(1)	U016U	ACE DIRECTOR	1	GRADE SE03
(2)	D033C	DFA ERP ANALYST	1	GRADE IT06
(3)	D038C	SENIOR SOFTWARE SUPPORT ANALYST	1	GRADE IT06
(4)	D052C	SOFTWARE SUPPORT ANALYST	1	GRADE IT05
(5)	D065C	NETWORK SUPPORT ANALYST	1	GRADE IT04
(6)	R040C	DFA STATEWIDE PROGRAM MANAGER	1	GRADE GS13
(7)	R041C	DFA STATEWIDE PROGRAM COORDINATOR	1	GRADE GS11
(8)	A038C	FISCAL SUPPORT MANAGER	<u>1</u>	GRADE GS09
		MAX. NO. OF EMPLOYEES	8	

SECTION 4. APPROPRIATION - ADMINISTRATION OPERATIONS. There is hereby

appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Administration Services for the fiscal year ending June 30, 2021, the following:

ITEM NO.		FISCAL YEAR 2020-2021
(01)	REGULAR SALARIES	\$567,357
(02)	PERSONAL SERVICES MATCHING	169,295
(03)	MAINT. & GEN. OPERATION	
	(A) OPER. EXPENSE	875,000
	(B) CONF. & TRAVEL	25,000
	(C) PROF. FEES	100,000
	(D) CAP. OUTLAY	0
	(E) DATA PROC.	0
	TOTAL AMOUNT APPROPRIATED	<u>\$1,736,652</u>

SECTION 5. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is hereby established for the Department of Transformation and Shared Services for the 2020-2021 fiscal year, the following maximum number of regular employees.

Item No.	Class Code	Title	Maximum No. of Employees	Maximum Annual Salary Rate Fiscal Year 2020-2021
(1)	N031N	DFA STATE PROCUREMENT ADMINISTRATOR	1	GRADE SE02
(2)	N032N	DFA STATE PERSONNEL ADMINISTRATOR	1	GRADE SE02
(3)	N036N	DFA EBD ADMINISTRATOR	1	GRADE SE02
(4)	D012N	DFA DEPUTY ADMINISTRATOR	1	GRADE SE01
(5)	L038C	REGISTERED NURSE	1	GRADE MP01
(6)	D011C	DFA ERP SYSTEM MANAGER	1	GRADE IT09
(7)	D033C	DFA ERP ANALYST	1	GRADE IT06
(8)	R001C	DFA ASST PERSONNEL ADMINISTRATOR	3	GRADE GS15
(9)	R003C	DFA ASST EBD ADMINISTRATOR	1	GRADE GS15

(10)	V001C DFA ASST PROCUREMENT ADMINISTRATOR	2	GRADE GS15
(11)	A010C AGENCY CONTROLLER II	1	GRADE GS13
(12)	R040C DFA STATEWIDE PROGRAM MANAGER	2	GRADE GS13
(13)	V003C DFA PROCUREMENT DIVISION MANAGER	2	GRADE GS12
(14)	G047C ATTORNEY SPECIALIST	3	GRADE GS11
(15)	R041C DFA STATEWIDE PROGRAM COORDINATOR	13	GRADE GS11
(16)	R043C DFA STATEWIDE PROGRAM SPECIALIST	8	GRADE GS09
(17)	V034C DFA STATEWIDE PROCUREMENT COORD.	7	GRADE GS09
(18)	X038C QUALITY ASSURANCE MANAGER	1	GRADE GS09
(19)	G093C OPERATIONS MANAGER	1	GRADE GS08
(20)	R028C DFA STATEWIDE PAYROLL SYS SPECIALIST	4	GRADE GS08
(21)	V035C DFA STATEWIDE PROCUREMENT SPECIALIST	20	GRADE GS08
(22)	A065C PAYROLL SERVICES COORDINATOR	1	GRADE GS07
(23)	P013C PUBLIC INFORMATION COORDINATOR	1	GRADE GS07
(24)	R018C DFA EBD PROGRAM SUPERVISOR	5	GRADE GS07
(25)	A074C FISCAL SUPPORT SUPERVISOR	1	GRADE GS06
(26)	B076C RESEARCH PROJECT ANALYST	2	GRADE GS06
(27)	C037C ADMINISTRATIVE ANALYST	3	GRADE GS06
(28)	M066C PROGRAM ELIGIBILITY SPECIALIST	1	GRADE GS06
(29)	R022C BENEFITS COORDINATOR	1	GRADE GS06
(30)	R034C DFA EBD BENEFITS SPECIALIST	21	GRADE GS06
(31)	V010C DFA BUYER	2	GRADE GS06
(32)	V033C DFA OSP SURPLUS PROPERTY SUPERVISOR	2	GRADE GS06
(33)	A091C FISCAL SUPPORT ANALYST	1	GRADE GS05
(34)	R033C BENEFITS ANALYST	15	GRADE GS05
(35)	A098C FISCAL SUPPORT SPECIALIST	2	GRADE GS04
(36)	C056C ADMINISTRATIVE SPECIALIST III	7	GRADE GS04
(37)	C057C ADMINISTRATION SUPPORT SPECIALIST	2	GRADE GS04
(38)	V021C SURPLUS PROPERTY AGENT	9	GRADE GS04
(39)	C059C DFA SERVICE REPRESENTATIVE	4	GRADE GS03
(39)	C073C ADMINISTRATIVE SPECIALIST II	<u>4</u>	GRADE GS03
	MAX. NO. OF EMPLOYEES	159	

SECTION 6. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby authorized, for the Department of Transformation and Shared Services for the 2020-2021 fiscal year, the following maximum number of part-time or temporary

employees, to be known as "Extra Help", payable from funds appropriated herein for such purposes: ten (10) temporary or part-time employees, when needed, at rates of pay not to exceed those provided in the Uniform Classification and Compensation Act, or its successor, or this act for the appropriate classification.

SECTION 7. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Office of Personnel Management and Office of State Procurement for the fiscal year ending June 30, 2021, the following:

ITEM	FISCAL YEAR
<u>NO.</u>	<u>2020-2021</u>
(01) REGULAR SALARIES	\$4,879,074
(02) EXTRA HELP	11,512
(03) PERSONAL SERVICES MATCHING	1,556,540
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	426,500
(B) CONF. & TRAVEL	17,600
(C) PROF. FEES	8,500
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$6,899,726</u></u>

SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Employee Benefits Division for the fiscal year ending June 30, 2021, the following:

ITEM	FISCAL YEAR
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NO.	2020-2021
(01) REGULAR SALARIES	\$1,491,229
(02) PERSONAL SERVICES MATCHING	501,271
(03) OVERTIME	5,000
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	1,130,172
(B) CONF. & TRAVEL	4,000
(C) PROF. FEES	54,089
(D) CAP. OUTLAY	0
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u>\$3,185,761</u>

SECTION 9. APPROPRIATION - STATEWIDE SHARED SERVICES - MISCELLANEOUS CASH. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the cash fund deposited in the State Treasury as determined by the Chief Fiscal Officer of the State, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Miscellaneous Cash for the fiscal year ending June 30, 2021, the following:

ITEM NO.	FISCAL YEAR 2020-2021
(01) REGULAR SALARIES	\$858,790
(02) PERSONAL SERVICES MATCHING	313,958
(03) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	853,222
(B) CONF. & TRAVEL	71,800
(C) PROF. FEES	20,000
(D) CAP. OUTLAY	0
(E) DATA PROC.	0
(04) REFUNDS/REIMBURSEMENTS	717,700
(05) EXTERNAL CONSULTANT CONTRACTS	<u>1,500,000</u>
TOTAL AMOUNT APPROPRIATED	<u>\$4,335,470</u>

SECTION 10. APPROPRIATION - STATEWIDE SHARED SERVICES - MARKETING AND REDISTRIBUTION. There is hereby appropriated, to the Department of

Transformation and Shared Services, to be payable from the Property Sales Holding Fund, for personal services and operating expenses of the Department of Transformation and Shared Services - Statewide Shared Services - Marketing and Redistribution for the fiscal year ending June 30, 2021, the following:

ITEM NO.	FISCAL YEAR 2020-2021
(01) REGULAR SALARIES	\$516,503
(02) EXTRA HELP	5,000
(03) PERSONAL SERVICES MATCHING	200,130
(04) MAINT. & GEN. OPERATION	
(A) OPER. EXPENSE	358,605
(B) CONF. & TRAVEL	1,000
(C) PROF. FEES	24,000
(D) CAP. OUTLAY	120,000
(E) DATA PROC.	<u>0</u>
TOTAL AMOUNT APPROPRIATED	<u><u>\$1,225,238</u></u>

SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the Purchase and Corporate Travel Card Program Fund, for providing appropriation to allow for rebates coming into the State from vendor banks and for distribution to participating agencies and for operating expenses connected with the administration of the program by the Department of Transformation and Shared Services - Statewide Shared Services - Purchase and Corporate Travel Card Program for the fiscal year ending June 30, 2021, the following:

ITEM NO.	FISCAL YEAR 2020-2021
(01) REGUNDS/REIMBURSEMENTS	<u><u>\$4,000,000</u></u>

SECTION 12. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION TECHNOLOGY. There is hereby appropriated, to the Department of Transformation and Shared Services, to be payable from the State Central Services Fund, for information technology services expenses of the Department

of Transformation and Shared Services for the fiscal year ending June 30, 2021, the following:

ITEM NO.	FISCAL YEAR 2020-2021
(01) INFORMATION TECHNOLOGY SERVICES	<u>\$600,000</u>

SECTION 13. SPECIAL LANGUAGE. NOT TO BE INCORPORATED INTO THE ARKANSAS CODE NOR PUBLISHED SEPARATELY AS SPECIAL, LOCAL AND TEMPORARY LAW. SHARED SERVICES.

(a)(1)(A) The Chief Fiscal Officer of the State may create paying accounts on his or her books and on the books of the Treasurer of State and the Auditor of State for the payment of personal services and operating expenses by the Department of Transformation and Shared Services.

(B) Upon prior approval of the Arkansas Legislative Council, or if meeting in Legislative Session the Joint Budget Committee, the Chief Fiscal Officer of the State shall direct the transfer of funds and appropriations to the Shared Services Paying Account appropriation section of this act and the transfer of positions to the Regular Salaries – Shared Services appropriation section of this act on the books of the Treasurer of State, the Auditor of State, and the Chief Fiscal Officer of the State.

(2) The transfer authority provided in subdivision (a)(1) of this section for efficiencies and to eliminate duplication of services are limited only to those services that are provided for multiple divisions of a department, including without limitation to administration, human resources, procurement, communications, fleet operations, and information services.

(3) The transfer authority provided to the department in subdivision (a)(1) of this section may be used to make transfers only within the department’s appropriation act or between other appropriation acts authorized for the department.

(b)(1) Each department utilizing the Shared Services Paying Account section or Regular Salaries – Shared Services section of this act shall submit a report to be included in the Budget Manuals for hearings, conducted by the General Assembly, listing all shared services transfers of positions, funds, and appropriation under this section, which shall be submitted as instructed by the Department of Finance and Administration - Office of Budget

for uniformity.

(2) A report submitted under subdivision (b)(1) of this section shall include the following:

(A) The position number, authorized position title, class code, grade, business area, and name of the division, section, or unit for the position being transferred to the Regular Salaries – Shared Services section of this act; and

(B) The fund center, appropriation, appropriation amount, commitment item or items, business area, and name of the division, section, or unit for the fund or appropriation being transferred to the Shared Services Paying Account.

(c)(1) It is the intent of the Ninety-Second General Assembly that the authority under this section to transfer positions is intended for use for the time period prior to Fiscal Year 2022 to allow cabinet-level departments to establish a centralized Regular Salaries - Shared Services section, with the recommendation that the position transfer authority granted under this section be discontinued after that time.

(2) The Bureau of Legislative Research shall bring the recommendation in subdivision (c)(1) of this section to the attention of the chairs conducting the 2021 Regular Session pre-session budget hearings, the chairs of the Special Language Subcommittee, and the members of the Special Language Subcommittee during pre-session budget hearings.

(d) Determining the maximum number of employees and the maximum amount of appropriation and general revenue funding for a cabinet-level department each fiscal year is the prerogative of the General Assembly and is usually accomplished by delineating the maximums in the appropriation act or acts and establishing authorized positions and the general revenue allocations authorized for each fund and fund account by amendment to the Revenue Stabilization Law. Further, the General Assembly has determined that the cabinet-level departments created under Acts 2019, No. 910, may operate more efficiently if some flexibility is provided as authorized under this section. Therefore, it is both necessary and appropriate that the General Assembly maintain oversight by requiring prior approval of the Legislative Council or, if the General Assembly is in session, the Joint Budget Committee, as provided by this section. The requirement of approval by the Legislative Council or Joint Budget Committee is not a severable part of this section.

If the requirement of approval by the Legislative Council or Joint Budget Committee is ruled unconstitutional by a court of competent jurisdiction, this entire section is void.

(e) The provisions of this section shall be in effect from the date of passage through June 30, 2021.

SECTION 14. COMPLIANCE WITH OTHER LAWS. Disbursement of funds authorized by this act shall be limited to the appropriation for such agency and funds made available by law for the support of such appropriations; and the restrictions of the State Procurement Law, the General Accounting and Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary Procedures and Restrictions Act, or their successors, and other fiscal control laws of this State, where applicable, and regulations promulgated by the Department of Finance and Administration, as authorized by law, shall be strictly complied with in disbursement of said funds.

SECTION 15. LEGISLATIVE INTENT. It is the intent of the General Assembly that any funds disbursed under the authority of the appropriations contained in this act shall be in compliance with the stated reasons for which this act was adopted, as evidenced by the Agency Requests, Executive Recommendations and Legislative Recommendations contained in the budget manuals prepared by the Department of Finance and Administration, letters, or summarized oral testimony in the official minutes of the Arkansas Legislative Council or Joint Budget Committee which relate to its passage and adoption.

SECTION 16. EMERGENCY CLAUSE. It is found and determined by the General Assembly, that the Constitution of the State of Arkansas prohibits the appropriation of funds for more than a one (1) year period; that the effectiveness of this Act on July 1, 2020 is essential to the operation of the agency for which the appropriations in this Act are provided, and that in the event of an extension of the legislative session, the delay in the effective date of this Act beyond July 1, 2020 could work irreparable harm upon the proper administration and provision of essential governmental programs. Therefore, an emergency is hereby declared to exist and this Act being necessary for the immediate preservation of the public peace, health and safety shall be in full force and effect from and after July 1, 2020.