

1 State of Arkansas
2 92nd General Assembly
3 Fiscal Session, 2020
4

A Bill

SENATE BILL 86

5 By: Joint Budget Committee
6

For An Act To Be Entitled

8 AN ACT TO MAKE AN APPROPRIATION FOR PERSONAL SERVICES
9 AND OPERATING EXPENSES FOR THE DEPARTMENT OF
10 TRANSFORMATION AND SHARED SERVICES FOR THE FISCAL
11 YEAR ENDING JUNE 30, 2021; AND FOR OTHER PURPOSES.
12
13

Subtitle

14 AN ACT FOR THE DEPARTMENT OF
15 TRANSFORMATION AND SHARED SERVICES
16 APPROPRIATION FOR THE 2020-2021 FISCAL
17 YEAR.
18
19
20

21 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:
22

23 SECTION 1. REGULAR SALARIES - SHARED SERVICES. There is hereby
24 established for the Department of Transformation and Shared Services for the
25 2020-2021 fiscal year, the following maximum number of regular employees.
26

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

33
34 SECTION 2. APPROPRIATION - SHARED SERVICES PAYING ACCOUNT. There is
35 hereby appropriated, to the Department of Transformation and Shared Services,
36 to be payable from the paying account as determined by the Chief Fiscal



1 Officer of the State with transfers from the State Central Services Fund, for
 2 personal services and operating expenses of the Department of Transformation
 3 and Shared Services for the fiscal year ending June 30, 2021, the following:
 4

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

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 18 SECTION 3. REGULAR SALARIES - ADMINISTRATION. There is hereby
 19 established for the Department of Transformation and Shared Services for the
 20 2020-2021 fiscal year, the following maximum number of regular employees.
 21

22	23	24	25	Maximum Annual
Item	Class	Maximum	No. of	Salary Rate
<u>No.</u>	<u>Code</u>	<u>Title</u>	<u>Employees</u>	<u>Fiscal Year</u>
26	27	28	29	30
(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
34		MAX. NO. OF EMPLOYEES	8	

35
 36 SECTION 4. APPROPRIATION - ADMINISTRATION OPERATIONS. There is hereby

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

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

18
 19 SECTION 5. REGULAR SALARIES - STATEWIDE SHARED SERVICES. There is
 20 hereby established for the Department of Transformation and Shared Services
 21 for the 2020-2021 fiscal year, the following maximum number of regular
 22 employees.

24				Maximum Annual
25				Salary Rate
26 Item Class			Maximum	Fiscal Year
27 <u>No. Code Title</u>			<u>No. of</u>	<u>2020-2021</u>
			Employees	
28 (1) N031N DFA STATE PROCUREMENT ADMINISTRATOR			1	GRADE SE02
29 (2) N032N DFA STATE PERSONNEL ADMINISTRATOR			1	GRADE SE02
30 (3) N036N DFA EBD ADMINISTRATOR			1	GRADE SE02
31 (4) D012N DFA DEPUTY ADMINISTRATOR			1	GRADE SE01
32 (5) L038C REGISTERED NURSE			1	GRADE MP01
33 (6) D011C DFA ERP SYSTEM MANAGER			1	GRADE IT09
34 (7) D033C DFA ERP ANALYST			1	GRADE IT06
35 (8) R001C DFA ASST PERSONNEL ADMINISTRATOR			3	GRADE GS15
36 (9) R003C DFA ASST EBD ADMINISTRATOR			1	GRADE GS15

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

33

34 SECTION 6. EXTRA HELP - STATEWIDE SHARED SERVICES. There is hereby
 35 authorized, for the Department of Transformation and Shared Services for the
 36 2020-2021 fiscal year, the following maximum number of part-time or temporary

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

6
 7 SECTION 7. APPROPRIATION - STATEWIDE SHARED SERVICES - OFFICES OF
 8 PERSONNEL MANAGEMENT AND STATE PROCUREMENT OPERATIONS. There is hereby
 9 appropriated, to the Department of Transformation and Shared Services, to be
 10 payable from the State Central Services Fund, for personal services and
 11 operating expenses of the Department of Transformation and Shared Services -
 12 Statewide Shared Services - Office of Personnel Management and Office of
 13 State Procurement for the fiscal year ending June 30, 2021, the following:

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

27
 28 SECTION 8. APPROPRIATION - STATEWIDE SHARED SERVICES - EMPLOYEE
 29 BENEFITS DIVISION OPERATIONS. There is hereby appropriated, to the
 30 Department of Transformation and Shared Services, to be payable from the
 31 State Central Services Fund, for personal services and operating expenses of
 32 the Department of Transformation and Shared Services - Statewide Shared
 33 Services - Employee Benefits Division for the fiscal year ending June 30,
 34 2021, the following:

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

12

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

20

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

34

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

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

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

18
 19 SECTION 11. APPROPRIATION - STATEWIDE SHARED SERVICES - PURCHASE AND
 20 CORPORATE TRAVEL CARD PROGRAM. There is hereby appropriated, to the
 21 Department of Transformation and Shared Services, to be payable from the
 22 Purchase and Corporate Travel Card Program Fund, for providing appropriation
 23 to allow for rebates coming into the State from vendor banks and for
 24 distribution to participating agencies and for operating expenses connected
 25 with the administration of the program by the Department of Transformation
 26 and Shared Services - Statewide Shared Services - Purchase and Corporate
 27 Travel Card Program for the fiscal year ending June 30, 2021, the following:

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

32
 33 SECTION 12. APPROPRIATION - STATEWIDE SHARED SERVICES - INFORMATION
 34 TECHNOLOGY. There is hereby appropriated, to the Department of
 35 Transformation and Shared Services, to be payable from the State Central
 36 Services Fund, for information technology services expenses of the Department

1 of Transformation and Shared Services for the fiscal year ending June 30,
 2 2021, the following:

3

4 ITEM 5 NO.	FISCAL YEAR 2020-2021
6 (01) INFORMATION TECHNOLOGY SERVICES	<u>\$600,000</u>

7

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

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

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

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

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

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

1 for uniformity.

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

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

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

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

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

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

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

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

6
7 SECTION 14. COMPLIANCE WITH OTHER LAWS. Disbursement of funds
8 authorized by this act shall be limited to the appropriation for such agency
9 and funds made available by law for the support of such appropriations; and
10 the restrictions of the State Procurement Law, the General Accounting and
11 Budgetary Procedures Law, the Revenue Stabilization Law, the Regular Salary
12 Procedures and Restrictions Act, or their successors, and other fiscal
13 control laws of this State, where applicable, and regulations promulgated by
14 the Department of Finance and Administration, as authorized by law, shall be
15 strictly complied with in disbursement of said funds.

16
17 SECTION 15. LEGISLATIVE INTENT. It is the intent of the General
18 Assembly that any funds disbursed under the authority of the appropriations
19 contained in this act shall be in compliance with the stated reasons for
20 which this act was adopted, as evidenced by the Agency Requests, Executive
21 Recommendations and Legislative Recommendations contained in the budget
22 manuals prepared by the Department of Finance and Administration, letters, or
23 summarized oral testimony in the official minutes of the Arkansas Legislative
24 Council or Joint Budget Committee which relate to its passage and adoption.

25
26 SECTION 16. EMERGENCY CLAUSE. It is found and determined by the
27 General Assembly, that the Constitution of the State of Arkansas prohibits
28 the appropriation of funds for more than a one (1) year period; that the
29 effectiveness of this Act on July 1, 2020 is essential to the operation of
30 the agency for which the appropriations in this Act are provided, and that in
31 the event of an extension of the legislative session, the delay in the
32 effective date of this Act beyond July 1, 2020 could work irreparable harm
33 upon the proper administration and provision of essential governmental
34 programs. Therefore, an emergency is hereby declared to exist and this Act
35 being necessary for the immediate preservation of the public peace, health
36 and safety shall be in full force and effect from and after July 1, 2020.