

Arkansas Scholarship Lottery Personnel Committee
FINAL DRAFT RECORD
7.1.2011

The Committee meeting was called to order by Commissioner Hammons, Chair, who noted the presence of members Commissioners Campbell and Faris, and Commissioner Shipp by conference call, and also of Commissioners Frazier and Pickard. Representing the staff were Director Passailaigue, David Barden by teleconference, Bishop Woosley, Julie Baldrige, Patti Vick, and Valerie Basham.

Commissioner Hammons brought forth the matter of the proposed hiring of two positions (Security Analyst and Human Resources Generalist); the recent promotion of the Security Analyst to Security Specialist; the proposed creation and filling of the position of Product Manager; and the proposed move of the Chief Legal Counsel from the position of N910 to N912. Director Passailaigue explained the positions and introduced Valerie Basham, Human Resources Manager, to discuss the positions.

Commissioner Faris introduced Kay Terry, Director of the Arkansas Office of Personnel Management. He noted that the State of Arkansas had been under a hiring freeze since 1999 and said that he would like to see the Arkansas Lottery Commission adopt a policy of referring all positions, both those vacated and new positions, to OPM in the same manner other state agencies do. He noted that the Lottery, as well as the Game and Fish Commission and the Highway and Transportation Department, have a degree of constitutional and statutory autonomy but added that the other two agencies follow this policy. Commissioner Campbell inquired how the process works and Ms. Terry responded that the paperwork would be reviewed by a OPM analyst and forwarded to the Governor's Office, saying that that the entire process usually takes about one week. She said in cases where it was important, the process could be somewhat expedited. Discussion followed.

Commissioner Faris moved as follows: That during the hiring freeze, the Arkansas Lottery Commission adhere to the same process as other state agencies—except in extraordinary circumstances—of sending personnel matters through the Office of Personnel Management and to the Office of the Governor. The motion was seconded by Commissioner Campbell, and approved unanimously by the Committee. Commissioner Hammons thanked Ms. Terry for her presence and participation in the meeting and said that the Committee's recommendation will be presented to the full Commission on July 13 at its next regular meeting. Commissioner Campbell asked that the process be put into motion pending the next meeting. Commissioner Faris asked Ms. Terry to attend Personnel Committee meetings in the future or to send a representative from OPM.

Commissioner Hammons recognized Vice President Barden to discuss the new proposed position of Product Manager. He noted that the position would answer to and support the Director of Product Development and pointed out that Product Development was responsible for the loyalty programs and the creation of instant tickets, which account for more than 85 per cent of Arkansas Scholarship Lottery ticket sales. VP Barden also recommended moving the Director of Sales and the Director of Product Development into statutory positions. Commissioner Shipp said that she had spoken with Mr. Barden to ask about the current budget as relates to the new position and had been assured that the budget had room for this new

position. Commissioner Faris recommended that these actions as well as any personnel changes discussed at the Committee's May 23 meeting be referred to OPM, should the full Commission approve the recommendation.

Commissioner Faris moved to approve the minutes of the May 23 meeting and, with a second from Commissioner Campbell, they were approved unanimously.

The Committee set a regular meeting—to be held if business is pending—on the first Monday of each month at 8 a.m.

There being no further business, the meeting was adjourned.