



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

OFFICE OF THE DIRECTOR
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November 3, 2010

Richard Gaines
President
Black River Technical College
P.O. Box 468
Pocahontas, AR 72455

Dear Mr. Gaines,

Based on the information presented in your correspondence, dated October 21, 2010, the following determinations have been made:

Due to the required level of travel and the responsibilities assigned, a waiver under Sec. 5, Paragraph C, of Executive Order 10-14, regarding the status designation of commuter has been granted to the following position:

President

Additionally, a waiver under Sec. 4 of Executive Order 10-14 allowing the operation of a State vehicle without either red Official Business Only license plates or official seal has been denied for the vehicle(s) assigned to the following position(s):

President

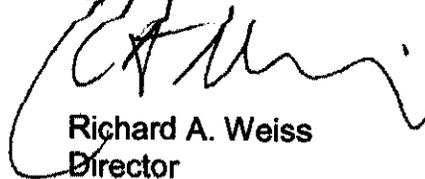
Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency. Unless otherwise stated, this requirement applies to vehicles assigned to employees operating under a status designation of commuter.

Please also be aware that, under Section 3 of Executive Order 10-14, all vehicles not assigned to individual employees must be pooled, made available to any authorized employee and must remain on State property when not in use.

Additionally, please recall that Executive Order 10-14 requires State vehicles be used solely for purposes of official State business.

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Weiss', written over the printed name and title.

Richard A. Weiss
Director

0675

Request for Status Designation: Commuter

Executive Order 10-14 established Status Designations for employees whose duties require assignment to a State Vehicle. Request for the Status Designation of Commuter must be made for individual state employees. Waivers issued under Governor's Policy Directive 3 will cease to be valid after Nov. 1, 2010.

Please use this form to Request the Status Designation of Commuter for employees within your State Agency, Board or Commission who require the use of a State Vehicle to travel to and from home and whose use of a State Vehicle is as a Commuter as described by Executive Order 10-14.

Please supply the following information for each state employee to receive the Status Designation of Commuter as described under Executive Order 10-14:

1. Name of Employee:

Richard Gaines

2. Position or Title of Employee:

President

3. Agency, Board or Commission:

Black River Technical College

4. Year, Make and Mode of Vehicle to be Assigned:

2005 Dodge Durango

5. VIN Number of Vehicle to be Assigned:

1D4HB48N95F561048

6. Estimated Mileage Driven on a Monthly Basis:

1,500 miles

7. License Plate Number of Vehicle to be Assigned:

516-JJI

8. Does this vehicle have Official State License Plates: Yes: No:

9. If the employee has previously used a State Vehicle under a Waiver from Governor's Policy Directive 3 but no longer thinks it's necessary to use a State Vehicle in this manner, please check here:

10. Please use this space to describe the Legitimate State Business Purpose that would be met if this employee was granted a Commuter Status Designation. If additional space is needed, please add additional pages as necessary:

The President of the College is required to live in the city; therefore, if emergencies of any type arise, the President is one of the first persons called to respond. Since BRTC is a smaller College and has a lesser number of employees, the President plays a more hands on approach in the operations of the College versus what might be the approach in a much larger University setting. The President also monitors road conditions during the winter months along with the Physical Plant Director. This person is basically on call 24/7.

The President also acts as a Public Relations Ambassador for the College representing BRTC at various meetings and functions on a local, regional, state and national level. This person is also required to represent the College at annual legislative sessions and other legislative committee meetings that occur during the year.

BRTC has three off-campus sites that the President regularly visits for meetings and review of facilities and functions.

The President does need a vehicle available at all times to be able to perform all required job functions of the position.