



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

**OFFICE OF THE DIRECTOR**  
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November 3, 2010

Dr. Dan Bakke  
President  
Pulaski Technical College  
3000 W. Scenic Drive  
North Little Rock, AR 72118

Dear Dr. Bakke,

Based on the information presented in your correspondence, dated October 7, 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', with a large, sweeping flourish at the end.

Richard A. Weiss  
Director

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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:

Dan F. Bakke

2. Position or Title of Employee:

President

3. Agency, Board or Commission:

Pulaski Technical College

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

2008 Dodge Durango

5. VIN Number of Vehicle to be Assigned:

1D4HB38N68F131198

6. Estimated Mileage Driven on a Monthly Basis:

3,385

7. License Plate Number of Vehicle to be Assigned:

577MSG

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 Pulaski Technical College is on call 24 hours a day, seven days a week.

The Office of the President is housed on the college's main campus in North Little Rock. The college also maintains seven additional locations in two counties. Fifty percent of the president's time is spent at work locations outside of the main office. Often times, the president is called to work after hours at various college locations and in the community.

As approximately 50 percent of the president's official college business is conducted outside of the office, pooling the vehicle assigned to the president would necessitate the president coming to the main campus and securing transportation prior to attending various meetings and events. Oftentimes, these meetings are held early in the morning and after regular business hours.

Additionally, the college's Emergency Operations Plan requires the president to:

- Declare college emergencies
- Meet with and coordinate with the college's Emergency Operations Center (EOC) director
- Serve as an official Pulaski Tech spokesperson
- Provide direction for the resumption of educational programs

Regular, assigned transportation would enable the president to fulfill these duties at times during which a personal vehicle might not be available or in service.

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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:

Dr. Margaret Ellibee

2. Position or Title of Employee:

President

3. Agency, Board or Commission:

Pulaski Technical College

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

2008 Dodge Durango

5. VIN Number of Vehicle to be Assigned:

1D4HB38N68F131198

6. Estimated Mileage Driven on a Monthly Basis:

3,000

7. License Plate Number of Vehicle to be Assigned:

638LHN

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:

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