

**Arkansas Budget System
Agency Program Commentary
1997-1999**

The State Crime Laboratory was established to serve the criminal justice system by providing accurate and timely analysis of evidential material submitted by law enforcement agencies. The Public Defender Commission was added to those agencies allowed to submit during the 79th General Assembly. This evidence is to be analyzed by trained forensic science experts, their impartial examination of the evidence is to be reported out and testified to in various courts throughout the State and in some cases other states. The amounts and types of evidence submitted is mandated by the number and types of crimes committed, the amount of evidence gathered at a crime scene, and what type of analysis is requested on the evidence.

The Laboratory does not have arrest powers or subpoena powers. It has no control over when cases are scheduled for hearings or trials nor how long those are going to last. However, the Laboratory and its employees are expected to complete and have ready for trial evidence that is needed by the prosecution and the defense in a timely manner in addition to working cases to give law enforcement clues as to where their investigation of crimes may turn. If this timely manner is not met, the Laboratory faces criticism from either or both sides for causing delays, Court docket backlogs and hindering investigation.

During the course of the past ten (10) years, caseload has risen more than 100%. These are new cases, and do not include some three to four thousand old cases which have been resubmitted because of new evidence or new suspects. Case backlog, current caseload, and future caseload are the driving indicators as to the Laboratory's perceived effectiveness.

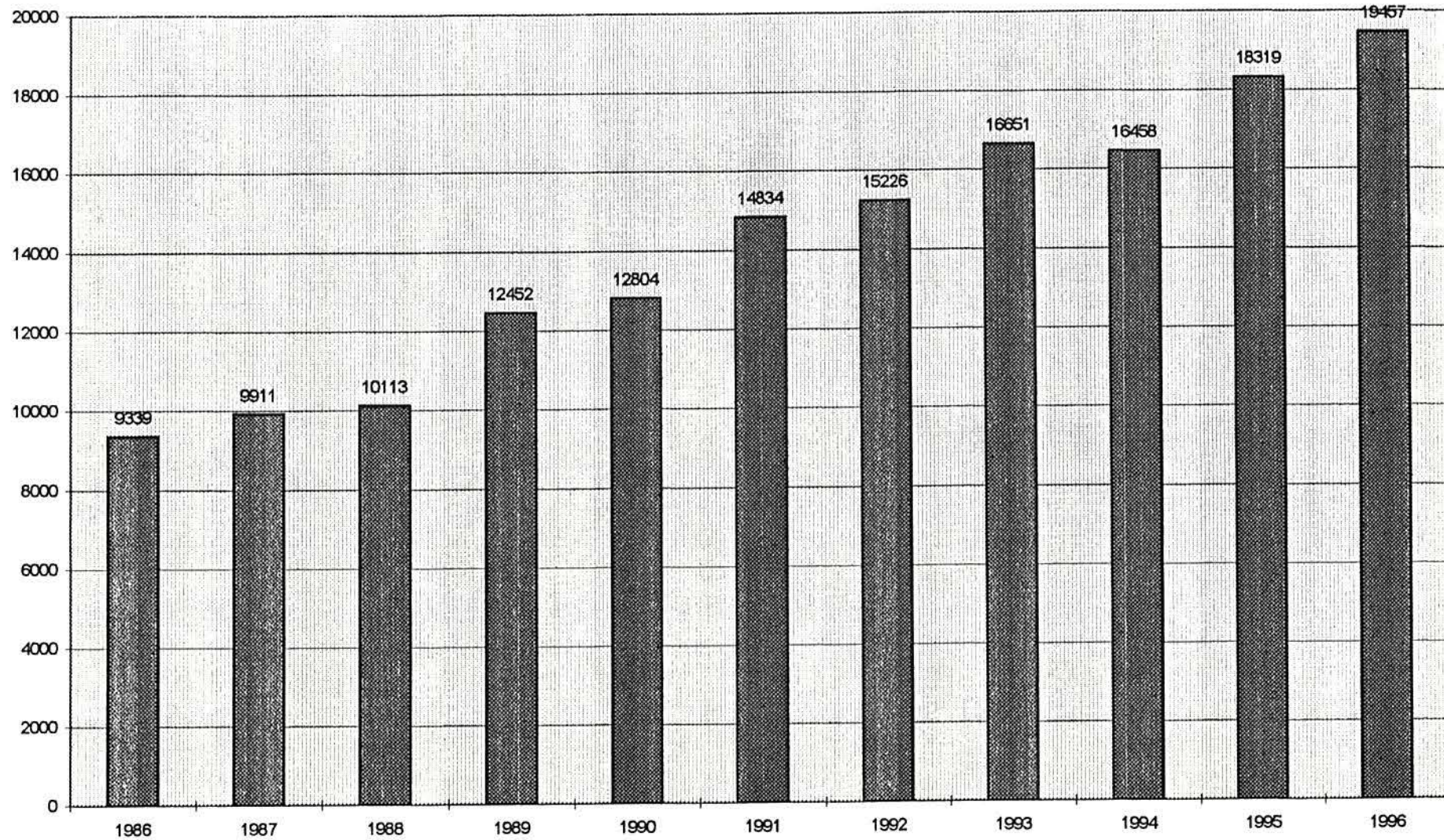
For the past four years, additional emphasis has been placed on the hiring and training of additional police officers. The results of this emphasis is evident in the number of cases and amounts of evidence being submitted. Without assistance to handle the current caseload, caseload backlog and its anticipated future growth, the Laboratory will be put in the position of becoming a bottleneck to the operation of an already overburdened criminal justice system.

The budget requested in the following pages reflects what is needed to operate the State Crime Laboratory under the present guidelines found in the Arkansas Code and through the practices of the Criminal Justice system. The budget addresses the staff needs, maintenance and operation expenses, and equipment needs of the Laboratory to maintain the quality and quantity of work that is required and expected of it and its employees.

<i>Agency</i>	<i>Director</i>	<i>Agency Program Commentary BR21</i>	<i>Page</i>
<i>Arkansas State Crime Laboratory</i>	<i>James T. Clark</i>		<i>192</i>

ARKANSAS STATE CRIME LAB

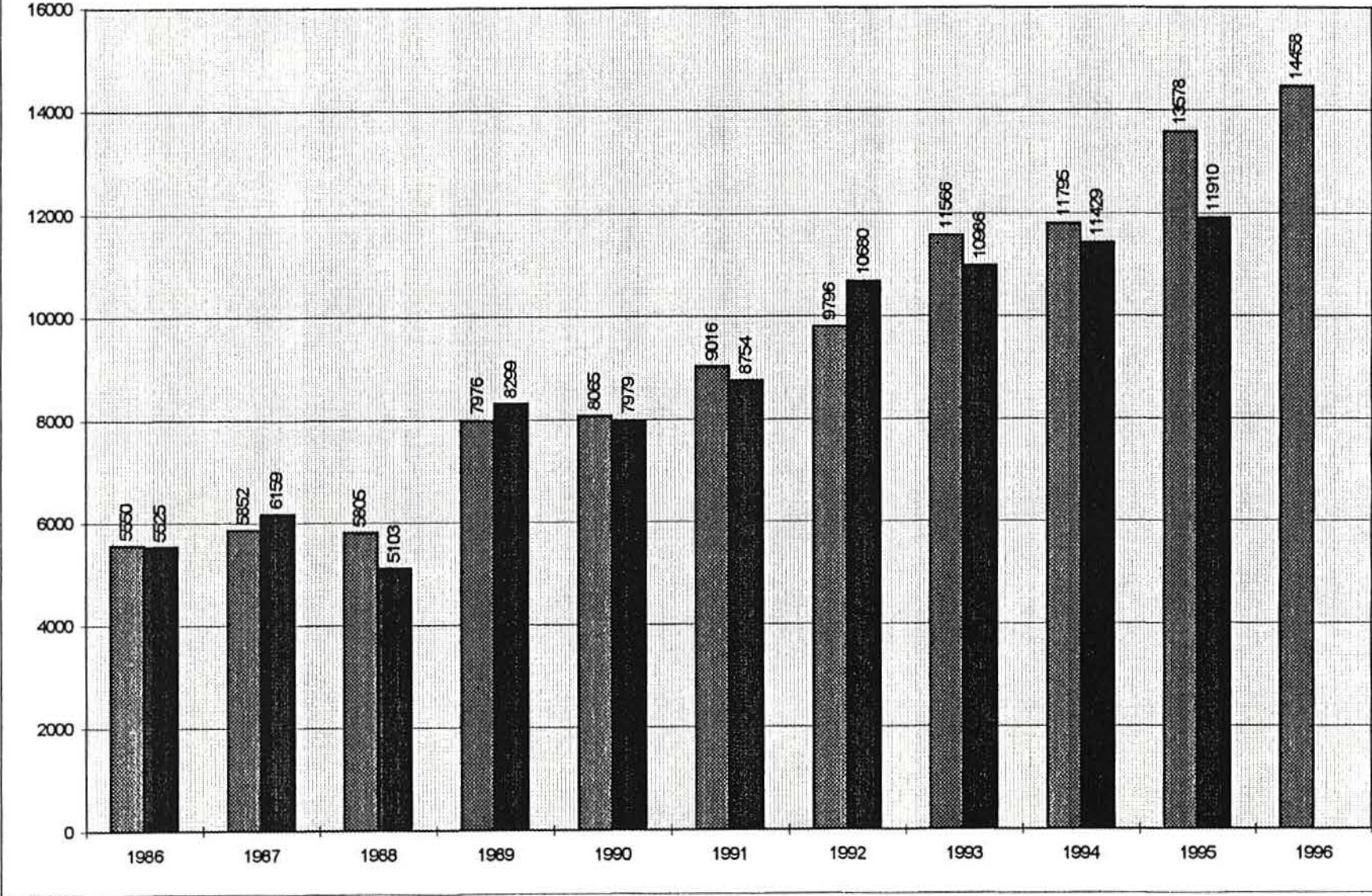
Total Cases Received



1996 Represents a Projected Total

DRUG SECTION

Caseload Per Year



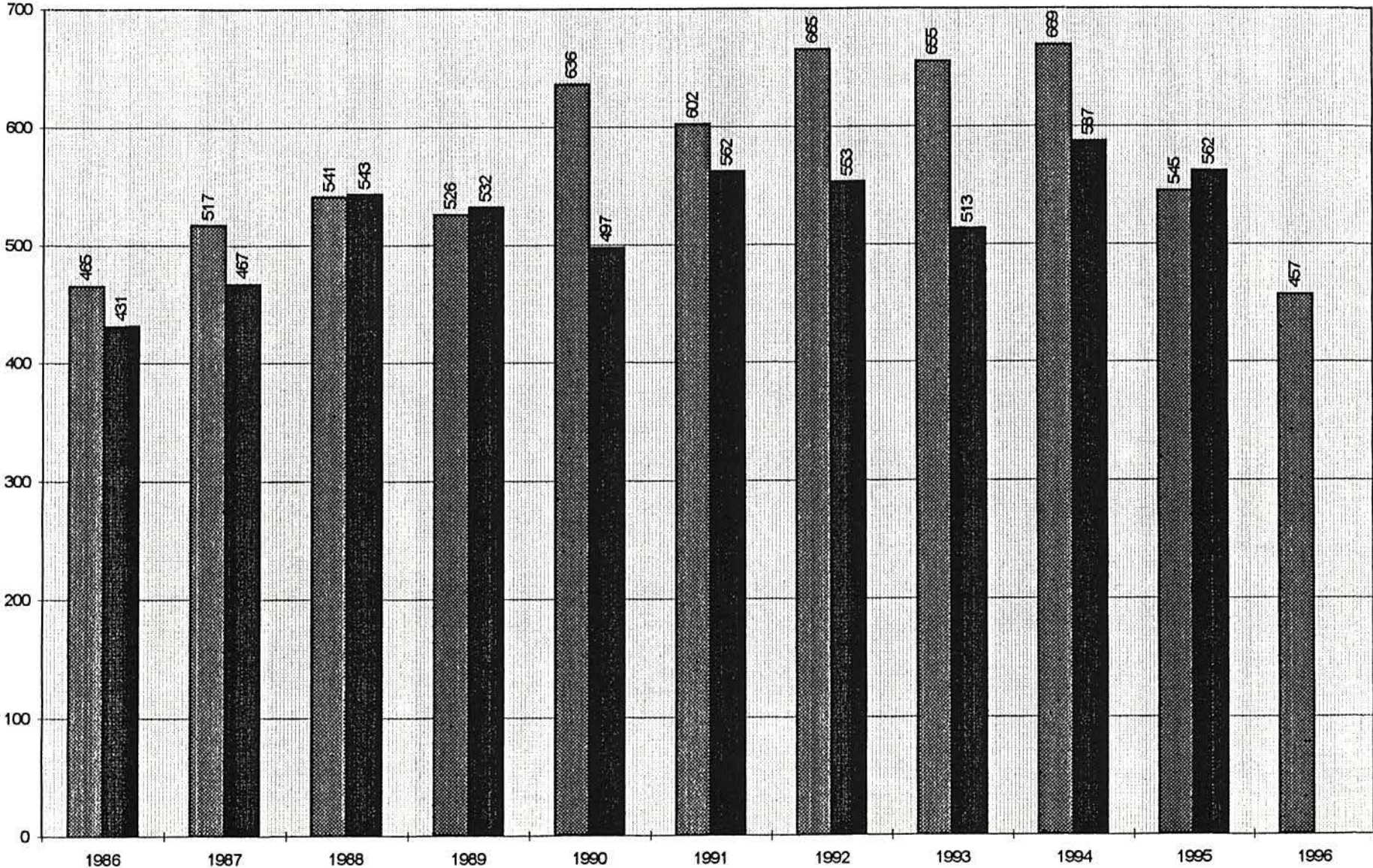
Received

Completed

1996 Represents a projected total

FIREARMS / TOOLMARKS SECTION

Caseload Per Year



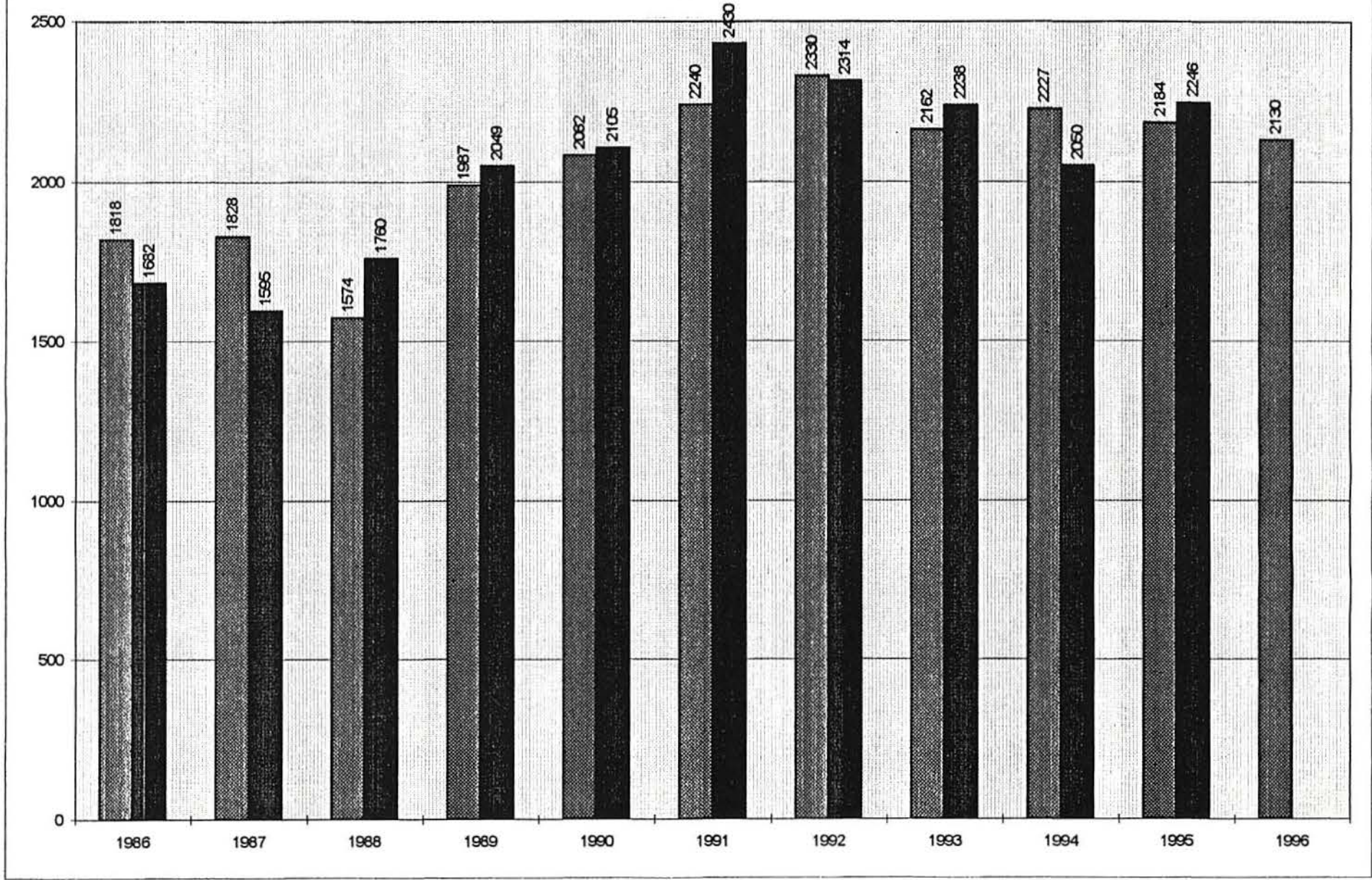
Received

Completed

1996 Represents a projected total 195

LATENT PRINT SECTION

Caseload Per Year



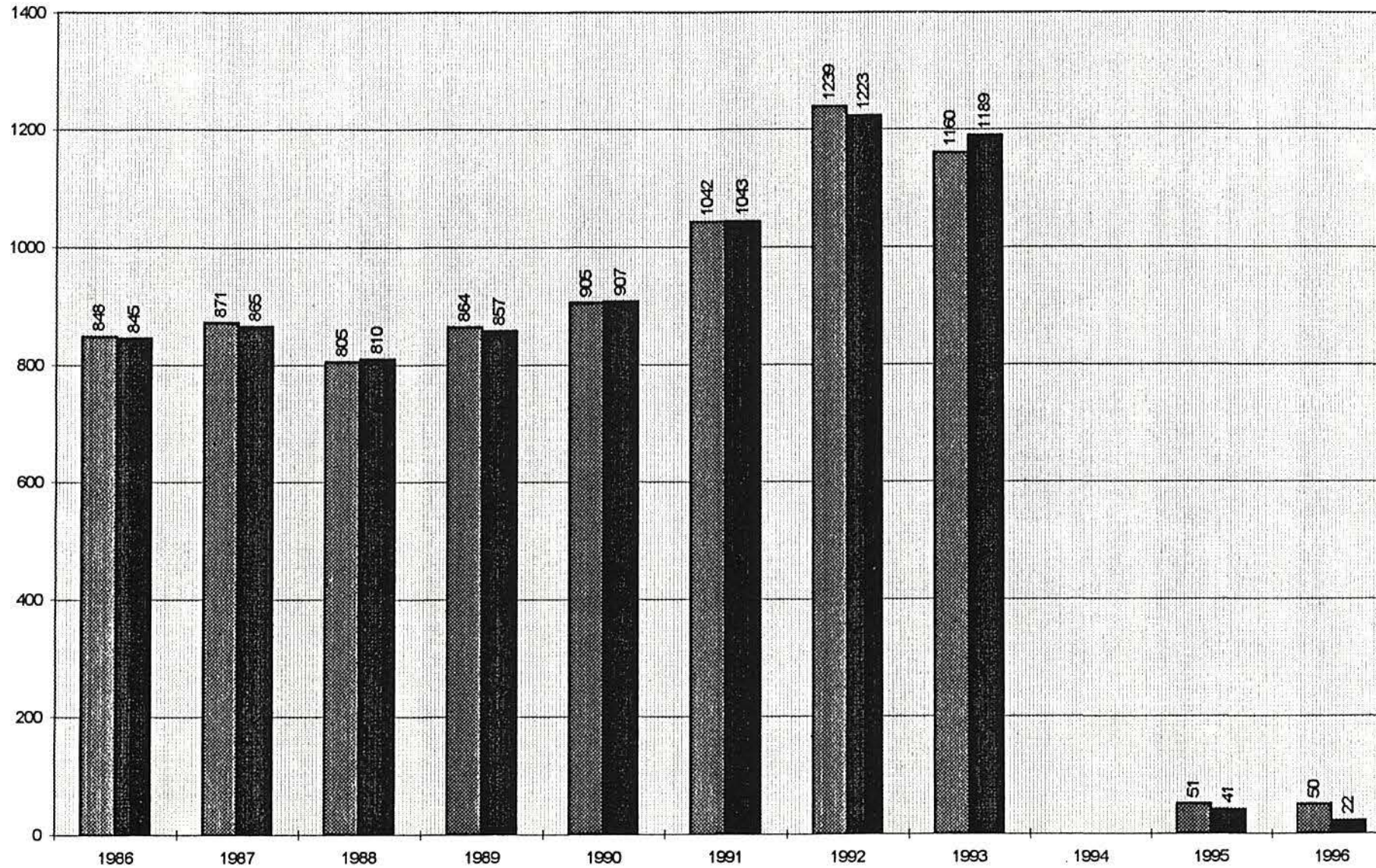
Received

Completed

1996 Represents a projected total

QUESTIONED DOCUMENTS SECTION

Caseload Per Year



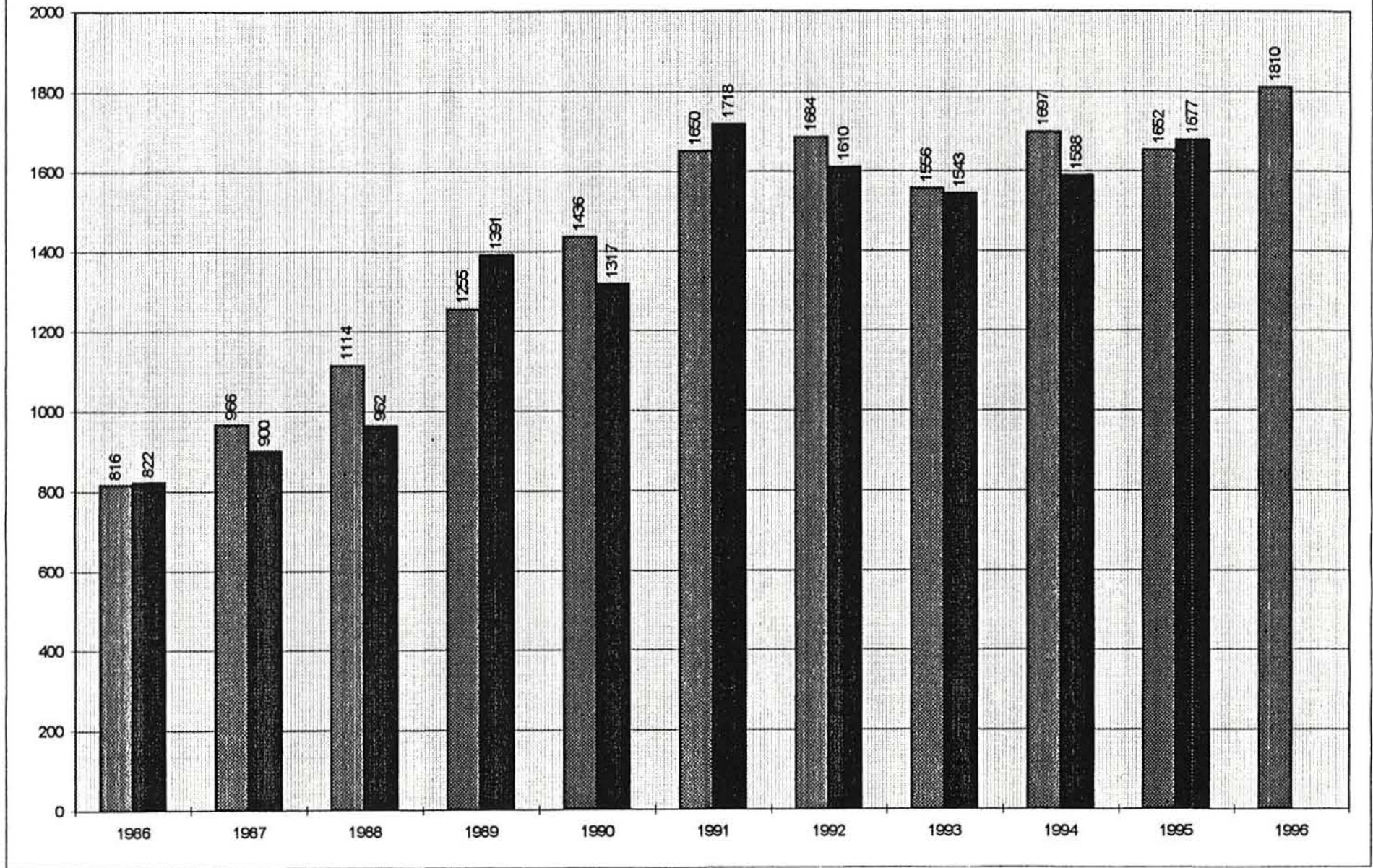
Received

Completed

1995 & 1996 Actual Totals
No Document Cases worked in 1994

SEROLOGY SECTION

Caseload Per year



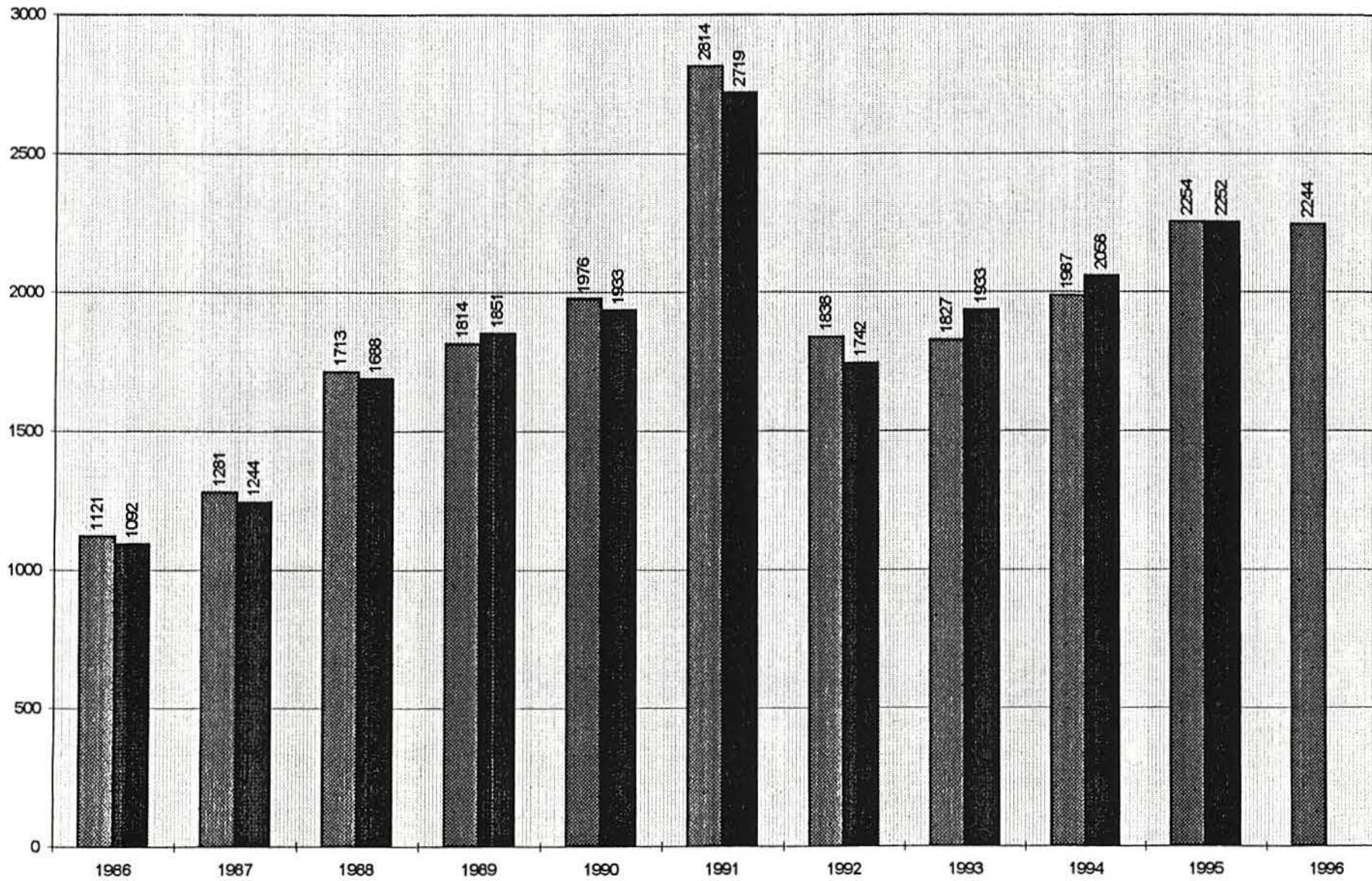
Received

Completed

1996 Represents a projected total 193

TOXICOLOGY SECTION

Caseload Per Year



Received

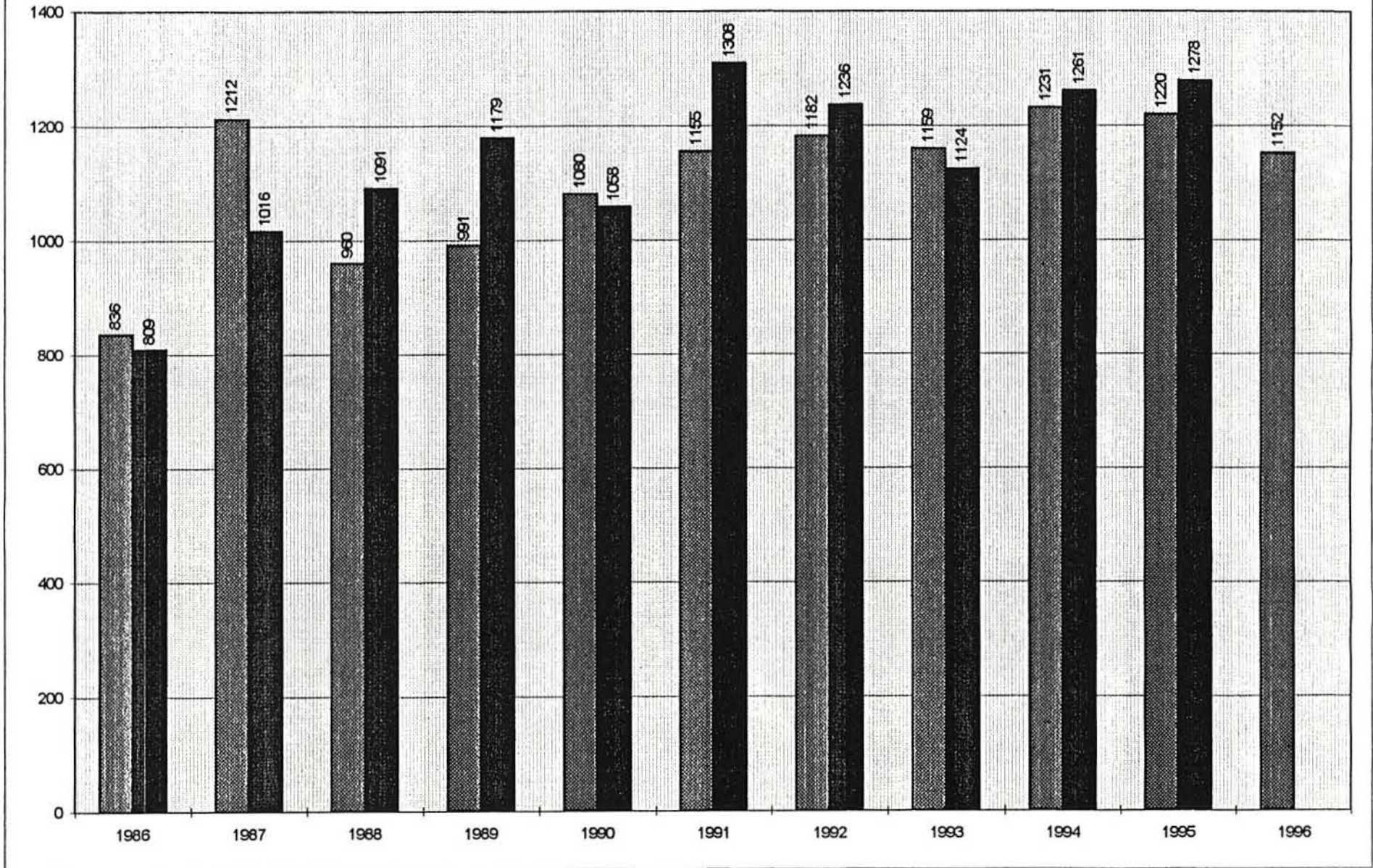
Completed

1996 Represents a projected total

199

TRACE EVIDENCE SECTION

Caseload Per Year



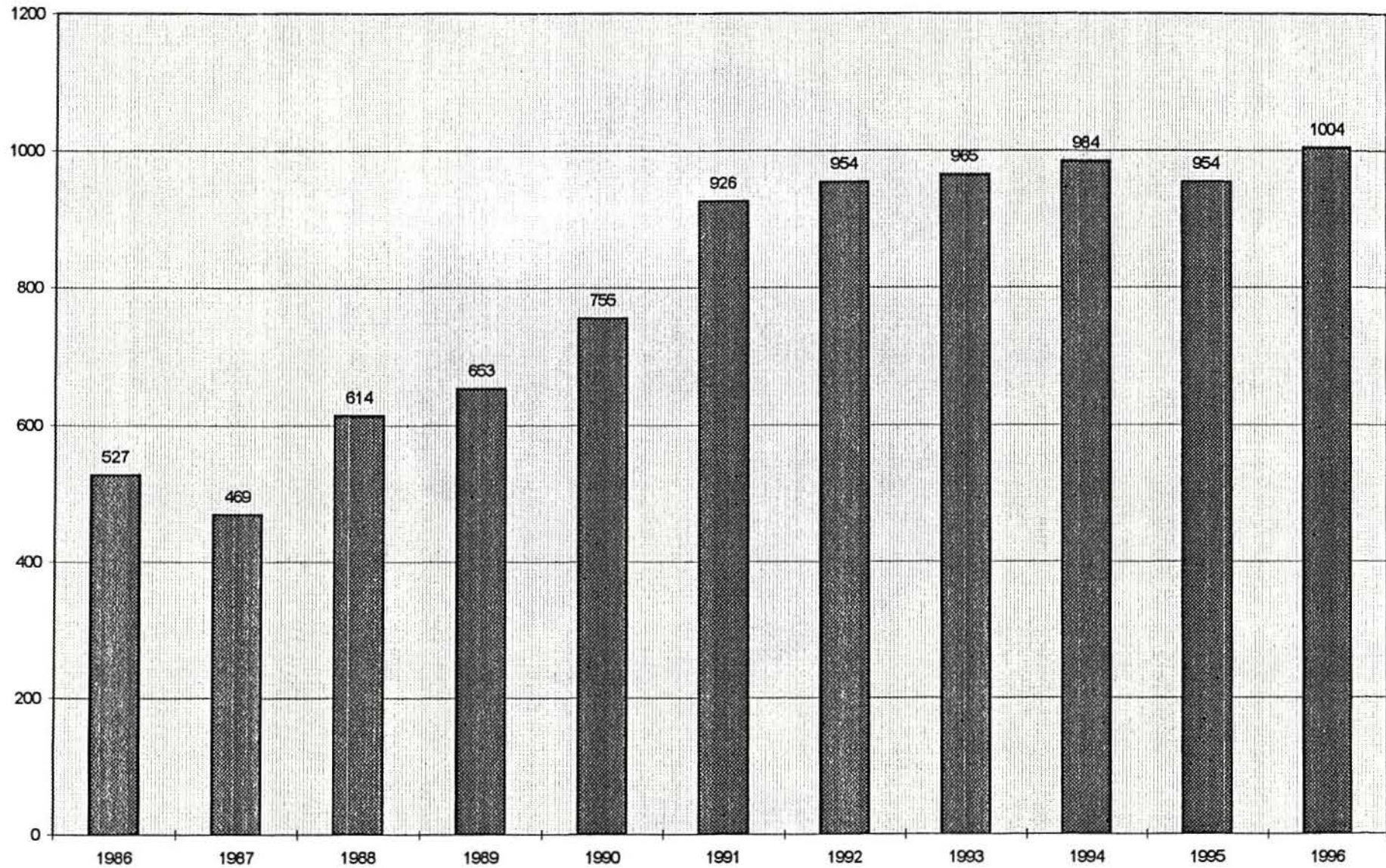
Received

Completed

1996 Represents a projected total

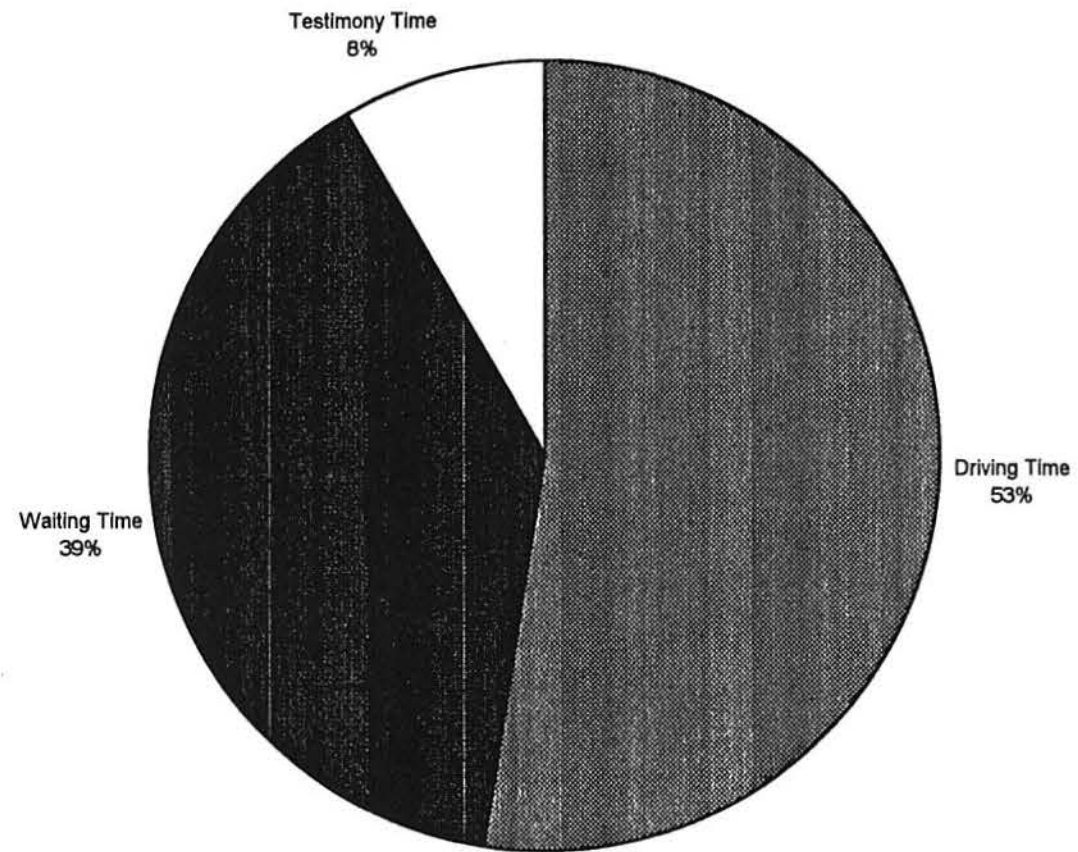
ARKANSAS STATE MEDICAL EXAMINER

Caseload Per Year



1996 Represents a projected total 201.

1996 COURT TIME



Based on 1st five months of 1996 1476.7 hours

STATE CRIME LABORATORY
SUMMARY OF AUDIT FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED JUNE 30, 1995

Assets											
				Liabilities							
Cash and Investments		Fixed		Other		Total	Current	Long-Term		Total	Total Equity
\$ 2,776,011		\$ 2,827,341		\$ 220,208		\$ 5,823,560	\$ 14,182	\$ 208,623		\$ 222,805	\$ 5,600,755

Revenues					Expenditures							
Inter-governmental		Federal		Licenses and Fees	Other	Total	Salaries and Matching	Grants and Aid	Capital	Other Operating	Total	Other Source (Uses)
\$ 7,013,353		\$ 60,864		\$ 0	\$ 5,185	\$ 7,079,402	\$ 3,119,471	\$ 0	\$ 324,643	\$ 636,825	\$ 4,080,939	\$ (378,)

Findings

None

Recommendations

None

ARKANSAS BUDGET SYSTEM
 EMPLOYMENT SUMMARY
 AS REQUIRED BY ACT 358 OF 1993
 (A.C.A 19-4-307)

AGENCY TITLE 955 - STATE CRIME LABORATORY

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>45</u>	<u>32</u>	<u>77</u>	<u>93%</u>
BLACK EMPLOYEES	<u>2</u>	<u>3</u>	<u>5</u>	<u>6%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>1</u>	<u>0</u>	<u>1</u>	<u>1%</u>
TOTAL EMPLOYED AS OF 08/10/96			<u>6</u>	<u>7%</u>
DATE			TOTAL MINORITIES	
			<u>83</u>	<u>100%</u>
			TOTAL EMPLOYEES	



 AGENCY DIRECTOR

SUMMARY

STATUS OF NEW PROGRAMS/EXPANSIONS AUTHORIZED BY THE 80TH GENERAL ASSEMBLY

AGENCY: STATE CRIME LABORATORY (955)

PROGRAM AUTHORIZED	# POS. AUTH.	ADDITIONAL AUTHORIZED APPROPRIATION		STATUS
		FY 95-96	FY 96-97	
<u>APPROPRIATION 498 - STATE OPERATIONS</u>				
Regular Salaries and Personal Services Matching	14	\$459,225	\$594,563	In FY96 the agency utilized 8 of the additional positions and in FY97 8 of the positions are budgeted.
Operating Expenses		\$317,811	\$352,611	The agency expended \$616 of the additional amount in FY96 and has budgeted \$40,195 of the additional amount in FY97.
Conference Fees & Travel		\$0	\$1,500	This additional amount is not budgeted in FY97.
Capital Outlay		\$50,000	\$50,000	In FY96 \$47,649 of the additional amount was expended and in FY97 all of the increase is budgeted.
Data Processing		\$19,995	\$0	In FY96 the agency expended \$9,932 of the additional authority.

**ARKANSAS BUDGET SYSTEM
DEPARTMENT APPROPRIATION SUMMARY**

AGENCY TITLE State Crime Laboratory (955)	1995-97 Expenditures				1997-99 Biennium Request				1997-99 Executive Recommendation			
Appropriations	Actual 1995-96	No. of Pos.	Budgeted 1996-97	No. of Pos.	Year 1 1997-98	No. of Pos.	Year 2 1998-99	No. of Pos.	Year 1 1997-98	No. of Pos.	Year 2 1998-99	No. of Pos.
Code Name												
498 State Operations	\$3,951,783	88	\$4,456,779	88	\$5,570,708	112	\$6,129,644	118	\$5,212,556	101	\$5,566,171	101
APPRO NOT REQUESTED												
908 Federal Programs	191,102	3	47,700	3								
TOTALS	\$4,142,885	91	\$4,504,479	91	\$5,570,708	112	\$6,129,644	118	\$5,212,556	101	\$5,566,171	101
Funding Sources		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances												
General Revenues	3,951,783	95.4%	4,456,779	98.9%	5,570,708	100.0%	6,129,644	100.0%	5,004,983	100.0%	5,457,300	100.0%
Special Revenues												
Federal Funds	191,102	4.6%	47,700	1.1%								
Const. & Fiscal Agency Fund												
State Central Services Fund												
Non-Revenue Receipts												
Cash Funds												
Other												
Total Funding	4,142,885	100.0%	4,504,479	100.0%	5,570,708	100.0%	6,129,644	100.0%	5,004,983	100.0%	5,457,300	100.0%
Excess Appr./ (Funding)									207,573		108,871	
TOTAL	\$4,142,885		\$4,504,479		\$5,570,708		\$6,129,644		\$5,212,556		\$5,566,171	
DEPARTMENT State Crime Laboratory (955)				DIRECTOR James T. Clark				DEPARTMENT APPROPRIATION SUMMARY BR 40				
												206

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
1997 - 1999**

The State Crime Laboratory provides complete forensic laboratory services and corroborative testimony to the state's law enforcement and criminal justice community to assist in the apprehension and conviction of individuals involved in criminal activities. Act 383 of 1991 created the existing State Crime Laboratory Board which has the authority to appoint, employ, and remove the State Medical Examiner. The Crime Laboratory is comprised of the following divisions:

Administration Director of Chemistry: Forensic DNA Drug Chemistry Serology Toxicology Trace Evidence Evidence Receiving	Forensic Pathology: Field Investigator Histology Autopsy Technicians Questioned Documents Latent Prints Visual Communications Firearms/Toolmarks
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Over the years, several factors have had a significant impact on the ability of the Crime Lab to serve the law enforcement community in a timely and efficient manner. This is primarily because of new caseload growth as well as old cases that are resubmitted because of new evidence or new suspects. Caseload growth, in recent years has also been affected by an increased emphasis on additional police officers.

The Base Level request, which is funded entirely from general revenue is \$4,604,983 in FY98 and \$4,707,300 in FY99, including 88 positions. Included in the Base Level request are payplan increases of 2.8% each year with associated Personal Services Matching. Priorities requested by the agency total \$965,725 in FY98 and \$1,422,344 in FY99, including 30 additional positions. Priorities requested by the Crime Lab are as follows:

1) An additional 13 positions are requested, including the restoration of six currently authorized positions to complete the administrative responsibilities necessary for handling 20,000 cases per year with salary and matching costs of \$309,025 in FY98 and \$316,585 in FY99. Operating Expenses of \$16,500 in FY98 and \$20,500 in FY99 are requested for inflation and an additional \$260,000 is requested in FY99 for the Crime Lab to fully occupy the facility they now share with the State Police. Capital Outlay of

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: State Crime Laboratory Code: 955	Name: State Operations Code: 498	Name: State General Services Code: HUA	BR20	207

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
1997 - 1999**

\$6,750 is requested in FY98 for equipment necessary for the additional positions;

2) Five additional positions are requested for the autopsy caseload and assistance with optical disk scanning. The request includes salaries and matching of \$113,087 in FY98 and \$115,832 in FY99; Operating Expenses of \$500 each year and Capital Outlay of \$8,700 in FY98;

3) An additional 5 positions are requested in FY98 and 10 positions in FY99 for additional support in the areas of drug analysis, firearms and toolmark identification, questioned document examination, serology examinations and latent fingerprint identification. Salaries and matching costs of this request are \$167,720 in FY98 and \$343,980 in FY99. Associated operating costs of the request include: Operating Expenses of \$17,850 in FY98 and \$18,100 in FY99; Conference Fees and Travel of \$3,000 each year; Professional Fees and Services of \$1,000 each year; and Capital Outlay of \$57,000 in FY98 and \$56,000 in FY99;

4) A Technical Librarian position is requested in FY99 with salary and matching costs of \$23,194 ; Operating Expenses of \$4,000; Conference Fees and Travel of \$2,000 and Capital Outlay of \$2,600;

5) A Forensic Pathology Resident is requested in concert with UAMS with a salary and matching cost of \$55,983 in FY98 and \$57,465 in FY99. Also requested, is a line item appropriation of \$10,000 in FY99 for the Crime Lab to co-sponsor, with UAMS, a seminar on the "International Study Group for Natural Unexpected Death"; and

6) Overtime and associated Personal Services Matching of \$23,542 each year and Capital Outlay of \$169,000 in FY98 and \$150,000 in FY99 is requested for various medical equipment needs of the agency; and various personnel reclassification and upgrades are requested with salary and matching costs of \$16,068 in FY98 and \$14,046 in FY99.

The Executive Recommendation provides for Base Level. The Executive Recommendation also provides 13 positions and associated appropriation for Maintenance and Operations of \$607,573 in FY98 and \$858,871 in FY99. Items included in the recommendation are as follows:

1) 8 positions, including the restoration of 6 that are currently authorized but not budgeted for administration of the Crime Lab

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: State Crime Laboratory	Name: State Operations	Name: State General Services		
Code: 955	Code: 498	Code: HUA	BR20	208

**ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
1997 - 1999**

caseload with salaries and matching of \$195,231 in FY98 and \$200,024 in FY99; Operating Expenses of \$16,500 in FY98 and \$280,500 in FY99; and Capital Outlay of \$6,750 in FY98;

2) An additional Autopsy Technician to assist with the autopsy caseload with salaries and matching of \$23,927 in FY98 and \$24,513 in FY99; Operating Expenses of \$500 each year and Capital Outlay primarily for optical scanning of \$6,000 in FY98;

3) An additional 4 forensic science positions with salaries and matching of \$134,112 in FY98 and \$137,529 in FY99; Operating Expenses of \$17,850 in FY98 and \$18,100 in FY99; Conference Fees and Travel of \$3,000 each year; Professional Fees and Services of \$1,000 each year and Capital Outlay of \$10,000 each year;

4) In FY99 \$10,000 is recommended for a line item appropriation for the Crime Lab to co-sponsor the "International Study Group for Natural Unexpected Death"; and

5) Overtime and associated Personal Services Matching of \$23,542 each year with Capital Outlay for medical equipment of \$167,500 in FY98 and \$150,000 in FY99.

The Executive Recommendation does not address the Agency Request for position reclassification and upgrades.

The Executive Recommendation further provides General Revenue funding above the Base Level funding for the agency of \$400,000 in FY98 and \$750,000 in FY99.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: State Crime Laboratory Code: 955	Name: State Operations Code: 498	Name: State General Services Code: HUA	 BR20	209

ARKANSAS BUDGET SYSTEM

	01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	-----EXPENDITURES-----			96-97 AUTHORIZED APPRO	-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96 ACTUAL	96-97 BUDGETED			BASE	PRIORITY PROGRAMS	TOTAL REQUEST	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	EXECUTIVE		LEGISLATIVE	
											97-98	98-99	97-98	98-99
ULAR SALARIES	2,681,774	3,034,109	3,007,573	3,193,780	500,884	3,694,664	3,280,726	663,278	3,944,004	3,460,770	3,555,192			
MBER OF POSITIONS	88	88	94	88	24	112	88	30	118	101	101			
SONAL SERV MATCHING	654,304	766,820	733,752	805,353	164,541	969,894	820,724	211,366	1,032,090	895,336	912,029			
RTIME	0	0	0	0	20,000	20,000	0	20,000	20,000	20,000	20,000			
RATING EXPENSES	544,771	584,350	896,766	584,350	34,850	619,200	584,350	303,100	887,450	619,200	883,450			
IF FEES & TRAVEL	8,912	11,500	11,500	11,500	3,000	14,500	11,500	5,000	16,500	14,500	14,500			
IF FEES & SERVICES	4,441	10,000	10,000	10,000	1,000	11,000	10,000	1,000	11,000	11,000	11,000			
ITAL OUTLAY	47,649	50,000	50,000	0	241,450	241,450	0	208,600	208,600	191,750	160,000			
A PROCESSING	9,932	0	0	0	0	0	0	0	0	0	0			
HE LAB/UAMS COSPONSOR INTERN. ST	0	0	0	0	0	0	0	10,000	10,000		10,000			
AL	3,951,783	4,456,779	4,709,591	4,604,983	965,725	5,570,708	4,707,300	1,422,344	6,129,644	5,212,556	5,566,171			
PROPOSED FUNDING SOURCES			*****											
D BALANCES			*****											
ERAL REVENUES	3,951,783	4,456,779	*****	4,604,983	965,725	5,570,708	4,707,300	1,422,344	6,129,644	5,004,983	5,457,300			
CIAL REVENUES			*****											
ERAL FUNDS			*****											
TE CENTRAL SERVICES FUND			*****											
I-REVENUE RECEIPTS			*****											
H FUNDS			*****											
IER			*****											
AL FUNDING	3,951,783	4,456,779	*****	4,604,983	965,725	5,570,708	4,707,300	1,422,344	6,129,644	5,004,983	5,457,300			
ESS APPRO/ (FUNDING)			*****							207,573	108,871			
AL	3,951,783	4,456,779	*****	4,604,983	965,725	5,570,708	4,707,300	1,422,344	6,129,644	5,212,556	5,566,171			

T 010 SEPARATE AGENCIES
 955 STATE CRIME LABORATORY
 RO 498 STATE OPERATIONS
 ID HUA STATE GENERAL SERVICES(000)

The FY97 Budgeted amounts in Regular Salaries and/or Personal Services Matching may exceed the Authorized amounts due to the implementation of the pay plan during the 1995-97 biennium.

APPROPRIATION SUMMARY

BR 215

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	
ANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	-----1997 - 99 BIENNIUM REQUESTS-----				-----RECOMMENDATIONS-----										
					-----EXPENDITURES-----		-----FY 1997 - 98-----		-----FY 1998 - 99-----		-----EXECUTIVE-----		-----LEGISLATIVE-----						
					ACTUAL	BUDGETED	REQUEST	REQUEST	1997-98	1998-99	1997-98	1998-99							
				95-96	96-97														
00		HUA	955 498	B	3,951,783 88	4,456,779 88	4,604,983 88		4,707,300 88			4,604,983 88	4,707,300 88						
01		HUA	955 498	P01			332,275 13		597,085 13			218,568 8	480,614 8						
<p><i>Positions requested in this priority represent the number of employees, including 6 positions currently authorized but not budgeted, needed to complete the administrative responsibilities involved in the handling of more than 20,000 cases per year submitted to the Crime Laboratory. These responsibilities include the receiving of evidence, maintain chain of custody while analyzing the evidence and typing the analytical reports issued on the analysis of the evidence. Additional requirements placed on the fiscal section of the Laboratory require an additional position for this section. Maintenance and operation requested reflect the additional cost of doing business, such as absorbing the cost of rate increases from the U.S. Postal Service, UPS, and the rising cost of reagents and supplies for a business that has seen a 7 to 12 percent per year increase in new cases submitted each year since 1986. The additional increase in rent of office space paid to State Building Services is reflected in the second year request, as the Laboratory expects to fully occupy the facility at #3 Natural Resources Drive during the second year of the biennium.</i></p>																			
02		HUA	955 498	P02			122,287 5		116,332 5			30,437 1	25,023 1						
<p><i>This priority is required to provide the necessary personnel to maintain the autopsy schedule required with the current caseload and anticipated caseload within the Medical Examiner Section of the Laboratory. In an effort to reduce the amount of file space required for record keeping, the Laboratory will attempt to utilize current and future technology in the area of optical disk scanning which will require two positions for data entry.</i></p>																			

DEPT 010 SEPARATE AGENCIES
 AGENCY 955 STATE CRIME LABORATORY
 PROGRAM 498 STATE OPERATIONS
 FUND HUA STATE GENERAL SERVICES(1000)

RANK BY APPROPRIATION
 BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		1997 - 99 BIENNIAL REQUESTS						RECOMMENDATIONS					
				ACTUAL	BUDGETED	FY 1997 - 98		FY 1998 - 99				EXECUTIVE		LEGISLATIVE			
				95-96	96-97	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST	REQUEST	1997-98	1998-99	1997-98	1998-99		
	HUA	955 498	P03		0	246,570				422,080				166,026	169,692		
					0	10				10				4	4		
<p><i>The Crime Laboratory is requesting additional forensic science positions in the areas of drug analysis, firearms and toolmark identification, questioned document examination, serology examinations and latent fingerprint identification. Over the past ten years, the caseload at the Laboratory has increased more than 100%, averaging a growth rate of 7 to 12 percent each year. This is in part due to the increased emphasis placed on the hiring of additional law enforcement personnel. The results of this emphasis has produced more and more evidence collected and sent to the Laboratory for analysis. As new analyst are brought on board and begin to testify in various courts throughout the State, more and more of their time is spent driving to and from courts for the purpose of testimony. As caseload increases, more time is spent away from the Laboratory, less time is spent at the bench performing analysis.</i></p>																	
	HUA	955 498	P04		0	0				31,794							
					0	0				1							
<p><i>As the Crime Laboratory enters into the 21st century, more scientific information will be available through the Information Super Highway. To be able to access and maintain cost control a specific position of Crime Lab Technical Librarian has been requested. Duties will include searching various forensic science resource libraries, i.e. UAMS, FBI Laboratory, and other Crime Laboratories as well as cataloging and maintaining present and future library holdings.</i></p>																	
	HUA	955 498	P05		0	55,983				67,465					10,000		
					0	1				1							
<p><i>The State Crime Laboratory, in concert with the Department of Pathology at the University of Arkansas for Medical Sciences, has been approved for a pathology resident intern program. Creating this program will allow the State of Arkansas to train forensic pathology residents in such a manner that after course completion, they will be eligible to take their board certification in Forensic Pathology. This program provides a ready resource for hiring future Associate Medical Examiners and provides a level of credibility to the Crime Lab that has never been obtained before. A line item appropriation to be a co-sponsor, along with UAMS, of a seminar of the "International Study Group for Natural Unexpected Death" in 1999 is included..</i></p>																	

010 SEPARATE AGENCIES
 955 STATE CRIME LABORATORY
 498 STATE OPERATIONS

HUA STATE GENERAL SERVICES(000)

RANK BY APPROPRIATION

BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	
ANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	EXPENDITURES		1997 - 99 BIENNIAL REQUESTS		RECOMMENDATIONS										
					ACTUAL 95-96	BUDGETED 96-97	FY 1997 - 98 REQUEST	FY 1998 - 99 REQUEST	EXECUTIVE		LEGISLATIVE								
06		HUA	955 498	P06			0	192,542	0			173,542	0		192,542	173,542			
<p>The State Crime Laboratory has employees performing duties that require them to be out longer than a regular eight hour day. Primarily these employees are found within the Medical Examiner Section of the Laboratory, field investigators and autopsy technicians. During 1995 ten of these employees acquired 1,802 hours of compensation time. Due to the caseload, many of these employees are carrying these hours on the book and have not been able to take their time. In an effort to ward off any future litigation, a line item appropriation for the payment of overtime when needed, is being requested. Payment of overtime is the least favored way of compensating employees but in some cases it may not be helped. Capital equipment request in this priority is scientific equipment used in analysis by the Drug and Toxicology Sections of the Laboratory. Replacement of existing equipment and the purchase of an additional GC will eliminate chronic down time to maintenance and case load increase demands.</p>																			
07		HUA	955 498	P10			0	1,404	0			1,438	0						
<p>The agency has asked for the reclassification of the Crime Lab Fiscal Officer to one of Crime Lab Fiscal Manager due to the increase in Administrative duties as they relate to new State and Federal requirements for the reporting of expenditures, accountability for additional insurance programs implemented by the State, federal grant management duties and the duties associated with the supervision of one or more employees. The agency has asked for the reclassification of Management Project Analyst II to Crime Lab Personnel Manager. The requirements of ADA, FLSA, Office of Personnel Management, EEOC, requires a full time person to keep up with the rules and requirements affecting the State Crime Laboratory and its current 88 employees. Additional duties will include the day to day supervision of an Administrative Assistant and other employees as deemed necessary to insure compliance with personnel rules and regulations.</p>																			
08		HUA	955 498	P11			0	14,664	0			12,608	0						
<p>Upgrades are being requested for five (5) classes of employees. As administrative responsibilities brought on by ADA, FLSA, new insurance programs and policies, new financial regulations required by Statute and administrative procedure, current administrative employees have absorbed these duties and responsibilities. In the area of evidence receiving and evidence management, high turn over rate has been a major concern in light of the vast volume of evidence received and shipped, an upgrade is necessary to maintain the quality staff necessary to ensure the proper chain of custody. The Audio Visual Section of the laboratory requires the same caliber of professionalism that is utilized by all other sections within the Laboratory. This request brings these positions in line with their ability and importance to the Laboratory's goals.</p>																			

DEPT 010 SEPARATE AGENCIES
 AGENCY 955 STATE CRIME LABORATORY
 .PPRO 498 STATE OPERATIONS
 UND HUA STATE GENERAL SERVICES(000)

RANK BY APPROPRIATION
 BR 264

ARKANSAS BUDGET SYSTEM

CHARACTER TITLE	-----EXPENDITURES-----			-----97-98 FISCAL YEAR-----			-----98-99 FISCAL YEAR-----			-----R E C O M M E N D A T I O N S-----			
	95-96	96-97	96-97	97-98		98-99		98-99		EXECUTIVE		LEGISLATIVE	
	ACTUAL	BUDGETED	AUTHORIZED APPRO	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	BASE	PRIORITY PROGRAMS	TOTAL REQUEST	97-98	98-99	97-98	98-99
MULAR SALARIES	58,712	13,500	0	0	0	0	0	0	0				
NUMBER OF POSITIONS	3	3	0	0	0	0	0	0	0				
PERSONAL SERV MATCHING	13,630	3,200	0	0	0	0	0	0	0				
OPERATING EXPENSES	60,296	31,000	0	0	0	0	0	0	0				
OFFICE FEES & TRAVEL	11,065	0	0	0	0	0	0	0	0				
CAPITAL OUTLAY	47,399	0	0	0	0	0	0	0	0				
THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM													
TOTAL	191,102	47,700	0	0	0	0	0	0	0				
PROPOSED FUNDING SOURCES			*****										
UNASSIGNED BALANCES			*****										
GENERAL REVENUES			*****										
SPECIAL REVENUES			*****										
GENERAL FUNDS	191,102	47,700	*****										
STATE CENTRAL SERVICES FUND			*****										
STATE-REVENUE RECEIPTS			*****										
TRUST FUNDS			*****										
RESERVE			*****										
TOTAL FUNDING	191,102	47,700	*****										
UNASSIGNED APPRO/ (FUNDING)			*****										
TOTAL	191,102	47,700	*****										

T 010 SEPARATE AGENCIES
 955 STATE CRIME LABORATORY
 RO 908 FEDERAL PROGRAMS
 ID FCL STATE CRIME LAB FEDERAL-(1955)

Appropriation was established through the authority of the MFG Holding Account

APPROPRIATION SUMMARY

BR 215