

# AR MINORITY HEALTH COMMISSION

## **Enabling Laws**

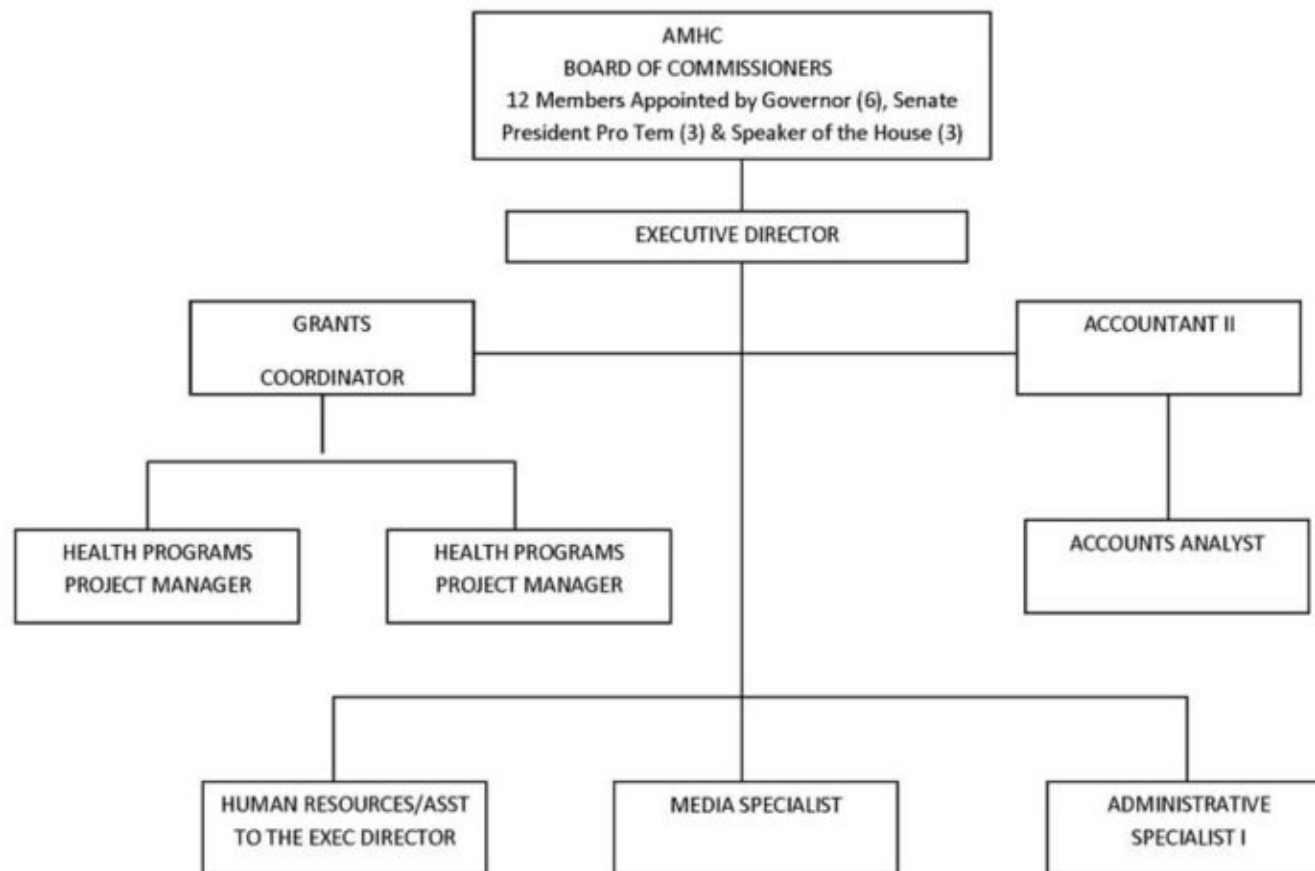
Acts 118 and 119 of 2014  
A.C.A. §20-2-101 et seq.  
A.C.A. §19-12-101 et seq.

## **History and Organization**

The Arkansas Minority Health Commission was created by Act 912 of 1991 to: 1) study the issues relating to the delivery of access to health services for minorities in the State; 2) identify any gaps in the health system delivery that particularly affect minorities; 3) make recommendations to the relevant agencies for minorities and implement programs that impact the health status of minorities; and 4) study and make recommendations as to whether adequate services are available to ensure future minority health needs will be met.

Initiated Act I of 2000 provides that the Arkansas Minority Health Commission shall establish and administer the Arkansas Minority Initiatives for screening, monitoring, and treating hypertension, strokes, and other disorders disproportionately critical to minority groups in Arkansas. The program is designed to: 1) increase awareness of hypertension, strokes, and other disorders disproportionately critical to minorities by utilizing different approaches that include but are not limited to the following: advertisements, distribution of educational materials and providing medications for high risk minority populations; 2) provide screenings or access to screenings for hypertension, strokes, and other disorders disproportionately critical to minorities but will also provide this service to any citizen within the State regardless of racial/ethnic group; 3) develop intervention strategies to decrease hypertension, strokes, and other disorders noted above, as well as associated complications, including: educational programs, modification of risk factors by smoking cessations programs, weight loss, promoting healthy lifestyles, and treatment of hypertension with cost-effective, well-tolerated medications, as well as case management for patients in these programs; and 4) develop and maintain a database.

Act 358 of 2009 charges the AMHC with developing, implementing, maintaining, and disseminating a comprehensive survey of racial and ethnic minority disparities in health and health care. The Act specifies that the study is to be repeated every five years and that the commission will subsequently publish evidence-based data, define state goals and objectives, and develop pilot projects for decreasing disparities. In addition, Act 574 of 2009 modified the governance structure for the Commission and expanded and clarified its duties.



## **Agency Commentary**

The Arkansas Minority Health Commission is requesting a Grade C124 Administrative Services Manager position (Class Code G076C) to be added for the effective administration and operation of the AMHC overall. The AMHC is in critical need of an ASM mid-level management position to plan/review and monitor the implementation of the operational status of our growing and diverse programs and intervention strategies. This need is largely based on the changed environment and tremendously increased work load of the agency over the past five years from predominantly grassroots outreach with health fairs, public forums and speaking engagements, to a more engaged, multi-disciplinary agency involved more aggressively in our traditional role of outreach/education and screenings but also now heavily involved in:

- Grant Funding Processes to Communities (Never done prior to 2009)
- Grant Writing for Minority Health Disparities
- Increased Legislative Policy Engagement
- Increased, Relevant, Timely, and Cited(both state and nationally) Research and On-Going Data Analysis on Minority Health Disparities, Diseases, Conditions and Social Determinants of health Impacting Arkansas
- Collaborative building such as the Arkansas Minority Health Consortium which facilitates partnerships among Arkansas Public Health, faith-based, non-profit and community-based organizations, and
- Pilot Project Initiatives.

This request is being made to ensure the stability of the agency's leadership and more important, legislatively mandated work throughout the state in assisting the state in improving the overall health of all Arkansans.

The AMHC is also requesting a grade change for the Executive Director Pay Grade from Class Code N133N Grade N903 to a Grade N906. AMHC's need for the grade change has intensified tremendously over the past five years due to our increased grassroots community-based and faith-based outreach through pilot initiatives and outreach/education targeting Arkansas' Hispanic, African American, Pacific Islander (Marshalllese), Asian and American Indian populations. This outreach is mandated under Act 912 of 1991, Act 574 of 2009 and Initiated Act 1 of 2000. In the past two years alone, AMHC's citizen encounters through its outreach/education/pilot project arm were over 62,500 citizens; whereas prior, the Commission's two year citizen encounters were approximately 40,000. We have also seen increased screenings, initiated grant funding processes (never done prior to 2009), increased research and data analysis that is shared and utilized among Arkansas' public health community as a whole as current, relevant analysis of Arkansas' overall health status of minority populations and increased legislative policy efforts and outreach on priorities related to the improved health of all Arkansans.

The AMHC is also requesting to restore our cash appropriation (FC 2MF) to the authorized amount of \$65,000 each year of the 2015-17 Biennium.

## **Audit Findings**

DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF :  
ARKANSAS MINORITY HEALTH COMMISSION  
FOR THE YEAR ENDED JUNE 30, 2013

Findings	Recommendations
None	None

## **State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2014**

None

## **Employment Summary**

	Male	Female	Total	%
White Employees	0	1	1	11 %
Black Employees	1	7	8	89 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			8	89 %
Total Employees			9	100 %

## **Publications**

### **A.C.A. 25-1-201 et seq.**

<b>Name</b>	<b>Statutory Authorization</b>	<b>Required for</b>		<b># of Copies</b>	<b>Reason(s) for Continued Publication and Distribution</b>	<b>Unbound Black &amp; White Copies Produced During the Last Two Years</b>	<b>Cost of Unbound Copies Produced During the Last Two Years</b>
		<b>Governor</b>	<b>General Assembly</b>				
AMHC Annual Report	A.C.A. §19-12-114, A.C.A. §20-2-101	Y	Y	100	Requests by the Public, Commissioners and Legislators	0	0.00
AMHC Yearly Magazine - Bridge	A.C.A. §19-12-114 (Initiated Act 1 of 2000)	N	N	5,000	Requests by the Public and Commissioners	0	0.00
Arkansas Racial & Ethnic Health Disparity Study Report	A.C.A. §20-2-101 (Act 912 of 1991)	N	Y	100	Requests by the Public, Institutions, and Agencies	0	0.00
Minority Health Consortium Directory	A.C.A. §19-12-114, A.C.A. §20-2-101	Y	Y	100	Requests by the Public, Commissioners and Legislators	0	0.00

## Department Appropriation Summary

### Historical Data

### Agency Request and Executive Recommendation

Appropriation		2013-2014		2014-2015		2014-2015		2015-2016						2016-2017					
		Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
2MF	Treasury Cash	263,000	0	13,000	0	65,000	0	13,000	0	65,000	0	65,000	0	13,000	0	65,000	0	65,000	0
463	Minority Health Initiative	1,345,467	6	1,639,587	6	1,667,001	6	1,642,223	6	1,704,184	7	1,642,223	6	1,642,975	6	1,704,936	7	1,642,975	6
815	Minority Health Operations	205,789	3	202,066	3	206,811	3	203,941	3	203,941	3	203,941	3	203,941	3	203,941	3	203,941	3
Total		1,814,256	9	1,854,653	9	1,938,812	9	1,859,164	9	1,973,125	10	1,911,164	9	1,859,916	9	1,973,877	10	1,911,916	9

Funding Sources			%		%			%		%		%		%		%		%
Fund Balance	4000005	2,520	0.1	17,901	1.0		9,901	0.5	9,901	0.5	9,901	0.5	0	0.0	0	0.0	0	0.0
General Revenue	4000010	205,789	11.2	202,066	10.8		203,941	11.0	203,941	10.6	203,941	11.0	203,941	11.0	203,941	10.7	203,941	11.0
Cash Fund	4000045	278,381	15.2	5,000	0.3		0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Tobacco Settlement	4000495	1,345,467	73.4	1,639,587	87.9		1,642,223	88.5	1,704,184	88.9	1,642,223	88.5	1,642,975	89.0	1,704,936	89.3	1,642,975	89.0
Total Funds		1,832,157	100.0	1,864,554	100.0		1,856,065	100.0	1,918,026	100.0	1,856,065	100.0	1,846,916	100.0	1,908,877	100.0	1,846,916	100.0
Excess Appropriation/(Funding)		(17,901)		(9,901)			3,099		55,099		55,099		13,000		65,000		65,000	
Grand Total		1,814,256		1,854,653			1,859,164		1,973,125		1,911,164		1,859,916		1,973,877		1,911,916	

## Agency Position Usage Report

FY2012 - 2013						FY2013 - 2014						FY2014 - 2015					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
9	6	3	9	0	33.33 %	9	9	0	9	0	0.00 %	9	9	0	9	0	0.00 %

## **Analysis of Budget Request**

**Appropriation:** 2MF - Treasury Cash

**Funding Sources:** NMH - Cash in Treasury

This cash fund appropriation allows the Agency to expense any grants, donations, or reimbursements that it may receive on reimbursements for expenses of providing seminars or educational activities.

Base Level is \$13,000 each year of the 2015-2017 Biennium.

The Agency Change Level Request is \$52,000 each year in unfunded appropriation to restore the appropriation back to the FY15 authorized level.

The Executive Recommendation provides for the Agency Request. Expenditure of this appropriation is contingent upon available funding.



## Appropriation Summary

**Appropriation:** 2MF - Treasury Cash  
**Funding Sources:** NMH - Cash in Treasury

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Personal Svcs & Oprs Exp	5900046	263,000	13,000	65,000	13,000	65,000	65,000	13,000	65,000	65,000
Total		263,000	13,000	65,000	13,000	65,000	65,000	13,000	65,000	65,000
<b>Funding Sources</b>										
Fund Balance	4000005	2,520	17,901		9,901	9,901	9,901	0	0	0
Cash Fund	4000045	278,381	5,000		0	0	0	0	0	0
Total Funding		280,901	22,901		9,901	9,901	9,901	0	0	0
Excess Appropriation/(Funding)		(17,901)	(9,901)		3,099	55,099	55,099	13,000	65,000	65,000
Grand Total		263,000	13,000		13,000	65,000	65,000	13,000	65,000	65,000

Expenditure of appropriation is contingent upon available funding.

## Change Level by Appropriation

**Appropriation:** 2MF - Treasury Cash  
**Funding Sources:** NMH - Cash in Treasury

### Agency Request

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>13,000</b>	<b>0</b>	<b>13,000</b>	<b>100.0</b>	<b>13,000</b>	<b>0</b>	<b>13,000</b>	<b>100.0</b>
C05	Unfunded Appropriation	52,000	0	65,000	500.0	52,000	0	65,000	500.0

### Executive Recommendation

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>13,000</b>	<b>0</b>	<b>13,000</b>	<b>100.0</b>	<b>13,000</b>	<b>0</b>	<b>13,000</b>	<b>100.0</b>
C05	Unfunded Appropriation	52,000	0	65,000	500.0	52,000	0	65,000	500.0

### Justification

C05	This request is to restore appropriation back to the FY15 authorized level of \$65,000 each year. The appropriation will be expensed as funding becomes available.
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## **Analysis of Budget Request**

**Appropriation:** 463 - Minority Health Initiative

**Funding Sources:** TSE - Targeted State Needs Program Account

The Tobacco Settlement Funded Minority Health Initiative is one of four targeted state needs programs established by Initiated Act 1 of 2000. This Initiative was established and is administered by the Agency to provide screening, monitoring, and treatment of hypertension, stroke, and other disorders disproportionately critical to the State's minorities.

Special Language allows the Agency to transfer from its Operating Expenses and/or Screening, Monitoring, Treating and Outreach appropriation and funds to be used in the acquisition of promotional items.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

The Agency Request is for a Base Level of \$1,642,223 in FY16 and \$1,642,975 in FY17 with a Change Level Request of \$61,961 in appropriation and funding. The request is for a (G076C) Administrative Services Manager (Grade C124) position for the effective administration and operations of the Commission.

The Executive Recommendation provides for Base Level.

## Appropriation Summary

**Appropriation:** 463 - Minority Health Initiative

**Funding Sources:** TSE - Targeted State Needs Program Account

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	176,666	199,128	203,722	200,606	245,983	200,606	201,206	246,583	201,206
<b>#Positions</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>6</b>
Personal Services Matching	5010003	74,471	80,117	96,516	81,275	97,859	81,275	81,427	98,011	81,427
Operating Expenses	5020002	290,104	333,229	339,650	333,229	333,229	333,229	333,229	333,229	333,229
Conference & Travel Expenses	5050009	15,378	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Professional Fees	5060010	367,564	448,559	448,559	448,559	448,559	448,559	448,559	448,559	448,559
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Promotional Items	5090028	1,526	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Screen/Monitor/Treat & Outreach	5900046	419,758	558,554	558,554	558,554	558,554	558,554	558,554	558,554	558,554
<b>Total</b>		<b>1,345,467</b>	<b>1,639,587</b>	<b>1,667,001</b>	<b>1,642,223</b>	<b>1,704,184</b>	<b>1,642,223</b>	<b>1,642,975</b>	<b>1,704,936</b>	<b>1,642,975</b>
<b>Funding Sources</b>										
Tobacco Settlement	4000495	1,345,467	1,639,587		1,642,223	1,704,184	1,642,223	1,642,975	1,704,936	1,642,975
Total Funding		1,345,467	1,639,587		1,642,223	1,704,184	1,642,223	1,642,975	1,704,936	1,642,975
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
<b>Grand Total</b>		<b>1,345,467</b>	<b>1,639,587</b>		<b>1,642,223</b>	<b>1,704,184</b>	<b>1,642,223</b>	<b>1,642,975</b>	<b>1,704,936</b>	<b>1,642,975</b>

## Change Level by Appropriation

**Appropriation:** 463 - Minority Health Initiative  
**Funding Sources:** TSE - Targeted State Needs Program Account

### Agency Request

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,642,223</b>	<b>6</b>	<b>1,642,223</b>	<b>100.0</b>	<b>1,642,975</b>	<b>6</b>	<b>1,642,975</b>	<b>100.0</b>
C01	Existing Program	61,961	1	1,704,184	103.8	61,961	1	1,704,936	103.8

### Executive Recommendation

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,642,223</b>	<b>6</b>	<b>1,642,223</b>	<b>100.0</b>	<b>1,642,975</b>	<b>6</b>	<b>1,642,975</b>	<b>100.0</b>
C01	Existing Program	16,584	0	1,658,807	101.0	16,584	0	1,659,559	101.0
C13	Not Recommended	(16,584)	0	1,642,223	100.0	(16,584)	0	1,642,975	100.0

### Justification

C01	The Arkansas Minority Health Commission is requesting a Grade C124 Administrative Services Manager position (Class Code G076C) to be added for the effective administration and operation of the AMHC overall. The AMHC is in critical need of an ASM mid-level management position to plan/review and monitor the implementation of the operational status of our growing and diverse programs and intervention strategies. This request is being made to ensure the stability of the agency's leadership and more important, legislatively mandated work throughout the state in assisting the state in improving the overall health of all Arkansans.								
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## **Analysis of Budget Request**

**Appropriation:** 815 - Minority Health Operations

**Funding Sources:** HUA - Miscellaneous Agencies Fund

The general revenue funded Minority Health Operations appropriation is used to assure equal access of the State's minorities to health care, provide disease education, treatment, screening, and prevention, study health delivery issues, increase awareness, and make agency and legislative recommendations concerning these issues.

Special Language allows the Agency to transfer from its Operating Expenses appropriation and funds to be used in the acquisition of Promotional Items.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

The Agency Request is for a Base Level of \$203,941 each year of the 2015-2017 Biennium. The Commission is requesting an upgrade for the Executive Director Pay Grade from a Grade N903 to a Grade N906. The need for the grade change is due to the increased grassroots community-based and faith-based outreach through pilot initiatives and outreach/education targeting Arkansas' Hispanic, African American, Pacific Islander (Marshallese), Asian and American Indian populations.

The Executive Recommendation provides for Base Level.

## Appropriation Summary

**Appropriation:** 815 - Minority Health Operations  
**Funding Sources:** HUA - Miscellaneous Agencies Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2013-2014	2014-2015	2014-2015	2015-2016			2016-2017		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	150,810	147,977	152,356	149,149	149,149	149,149	149,149	149,149	149,149
<b>#Positions</b>		<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
Personal Services Matching	5010003	53,267	52,360	52,726	53,063	53,063	53,063	53,063	53,063	53,063
Operating Expenses	5020002	1,213	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229
Conference & Travel Expenses	5050009	499	500	500	500	500	500	500	500	500
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Promotional Items	5900028	0	0	0	0	0	0	0	0	0
<b>Total</b>		<b>205,789</b>	<b>202,066</b>	<b>206,811</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>
<b>Funding Sources</b>										
General Revenue	4000010	205,789	202,066		203,941	203,941	203,941	203,941	203,941	203,941
Total Funding		205,789	202,066		203,941	203,941	203,941	203,941	203,941	203,941
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
<b>Grand Total</b>		<b>205,789</b>	<b>202,066</b>		<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>	<b>203,941</b>

## Change Level by Appropriation

**Appropriation:** 815 - Minority Health Operations  
**Funding Sources:** HUA - Miscellaneous Agencies Fund

### Agency Request

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>203,941</b>	<b>3</b>	<b>203,941</b>	<b>100.0</b>	<b>203,941</b>	<b>3</b>	<b>203,941</b>	<b>100.0</b>
C11	Upgrade/Downgrade	0	0	203,941	100.0	0	0	203,941	100.0

### Executive Recommendation

Change Level		2015-2016	Pos	Cumulative	% of BL	2016-2017	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>203,941</b>	<b>3</b>	<b>203,941</b>	<b>100.0</b>	<b>203,941</b>	<b>3</b>	<b>203,941</b>	<b>100.0</b>
C11	Upgrade/Downgrade	0	0	203,941	100.0	0	0	203,941	100.0

### Justification

C11	The AMHC is requesting a grade change for the Executive Director Pay Grade from Class Code N133N Grade N903 to a Grade N906. AMHC's need for the grade change has intensified tremendously over the past five years due to our increased grassroots community-based and faith-based outreach through pilot initiatives and outreach/education targeting Arkansas' Hispanic, African American, Pacific Islander (Marshallese), Asian and American Indian populations. This outreach is mandated under Act 912 of 1991, Act 574 of 2009 and Initiated Act 1 of 2000. In the past two years alone, AMHC's citizen encounters through its outreach/education/pilot project arm were over 62,500 citizens; whereas prior, the Commission's two year citizen encounters were approximately 40,000. We have also seen increased screenings, initiated grant funding processes (never done prior to 2009), increased research and data analysis that is shared and utilized among Arkansas' public health community as a whole as current, relevant analysis of Arkansas' overall health status of minority populations and increased legislative policy efforts and outreach on priorities related to the improved health of all Arkansans.								
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