

**Office of State Budget and Management  
Establish New, Receipt-Supported Positions**

Agency: DENR Division: Marine Fisheries

Budget Code: 24323 Center Title: \_\_\_\_\_ Center Number: TBD

\*\*\* Position Information \*\*\*

Proposed Classification: Marine Fisheries Biologist I Proposed Salary Grade: 67

Salary Range: \$35,608 – \$52,374 (SMR) Proposed Effective Date: 04/01/2009

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 282,424	\$ 45,388
Receipts	<u>282,424</u>	<u>45,388</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Coastal Recreational Fishing License (CRFL) receipts. (contingent on successful proposal approval by the Wildlife Resources Commission and Marine Fisheries Commission CRFL committee).

Justification for Position (including description of duties and responsibilities):

This position is with the License and Statistics Section of the Division of Marine Fisheries. The Division is responsible for stewardship of the marine and estuarine resources of the State of North Carolina.

NCDMF has identified improving recreational fishing data collection as its primary CRFL funding priority. North Carolina's Strategic Plan for the Conservation and Improvement of Marine Resources and the federal mandates, Magnuson-Stevens Reauthorization Act of 2006 and the Marine Recreational Information Program (MRIP) have combined to initiate development of efficient, accurate, and comprehensive programs for collection of statistics from recreational fisheries.

The primary duties and responsibilities of the position includes: 1) assist in the design, development, coordination and evaluation of survey projects that provide recreational fisheries information needed for effective fisheries management; 2) provide supervision to technicians throughout coastal North Carolina to ensure that Division projects, federal aid projects, and program goals are met; and 3) participation in the fisheries management activities of the Division and to cooperate with other state and regional agencies

OIG  
DSC  
9/8/08  
JPC

Statutory Reference for Request

Cathy S. Hardy  
Presentation to be made by

Director of Budget, Planning & Analysis  
Title

William P. Lutz  
Agency Head Signature

David C. Brown  
State Budget Officer Signature

**Office of State Budget and Management  
Establish New, Receipt-Supported Positions**

Agency: DENR Division: Marine Fisheries

Budget Code: 24323 Center Title: \_\_\_\_\_ Center Number: TBD

\*\*\* Position Information \*\*\*

Proposed Classification:  Marine Fisheries Technician II Proposed Salary Grade:  62

Salary Range:  \$28,484 - 43,576 Proposed Effective Date: 04/09/2009

Number of Positions: 4

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 282,424	\$ 148,555
Receipts	<u>282,424</u>	<u>148,555</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Coastal Recreational Fishing License (CRFL) receipts. (contingent on successful proposal approval by the Wildlife Resources Commission and Marine Fisheries Commission CRFL committee).

Justification for Position (including description of duties and responsibilities):

This position is with the License and Statistics Section of the Division of Marine Fisheries. The Division is responsible for stewardship of the marine and estuarine resources of the State of North Carolina.

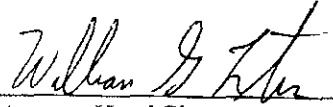
NCDMF has identified improving recreational fishing data collection as its primary CRFL funding priority. North Carolina's Strategic Plan for the Conservation and Improvement of Marine Resources and the federal mandates, Magnuson-Stevens Reauthorization Act of 2006 and the Marine Recreational Information Program (MRIP) have combined to initiate development of efficient, accurate, and comprehensive programs for collection of statistics from recreational fisheries

The primary duties and responsibilities of the position includes: 1) collection, coding, and organization of data obtained by the various recreational fishing surveys that provide recreational fisheries information needed for effective fisheries management; 2) evaluate recreational fishing activity at access sites to maintain a comprehensive registry of sites and their volume of usage; 3) utilize web-based tools for the entry and verification of recreational fishing information

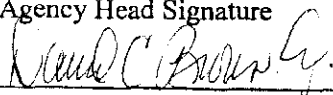
Statutory Reference for Request

Cathy S. Hardy  
Presentation to be made by

Director of Budget, Planning & Analysis  
Title



Agency Head Signature



State Budget Officer Signature

**Office of State Budget and Management  
Establish New, Receipt-Supported Positions**

Agency: DENR Division: Marine Fisheries

Budget Code: 24323 Center Title: \_\_\_\_\_ Center Number: TBD

**\*\*\* Position Information \*\*\***

Proposed Classification: Marine Fisheries Biologist Supervisor Proposed Salary Grade: 72

Salary Range: \$43,529 – \$65,566 (SMR) Proposed Effective Date: 04/01/2009

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 282,424	\$ 54,560
Receipts	<u>282,424</u>	<u>54,560</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Coastal Recreational Fishing License (CRFL) receipts. (contingent on successful proposal approval by the Wildlife Resources Commission and Marine Fisheries Commission CRFL committee).

Justification for Position (including description of duties and responsibilities):

This position is with the License and Statistics Section of the Division of Marine Fisheries. The Division is responsible for stewardship of the marine and estuarine resources of the State of North Carolina.

NCDMF has identified improving recreational fishing data collection as its primary CRFL funding priority. North Carolina's Strategic Plan for the Conservation and Improvement of Marine Resources and the federal mandates, Magnuson-Stevens Reauthorization Act of 2006 and the Marine Recreational Information Program (MRIP) have combined to initiate development of efficient, accurate, and comprehensive programs for collection of statistics from recreational fisheries.

The primary purpose of this position is to be the program manager of a coast wide comprehensive recreational fisheries statistics program. Responsibilities include project development, coordination and enhancement, personnel supervision and training, data analyses, project design, recreational statistics liaison, contract management, and budget oversight.

Office of State Budget and Management  
Establish New, Receipt-Supported Positions

Agency: DENR Division: Aquariums

Budget Code: 24300 Center Title: AQM - Admissions - Raleigh Office Center Number: 28653510

\*\*\* Position Information \*\*\*

Proposed Classification: Personnel Tech I Proposed Salary Grade: SG-63

Salary Range: \$29183 - \$45334 Proposed Effective Date: 10 / 01 / 2008

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 5,722,802 *	\$ 37,948
Receipts	<u>&lt;5,722,802&gt; *</u>	<u>&lt;37,948&gt;</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): 2865 AQM Admissions Fund

Justification for Position (including description of duties and responsibilities):

This position will assist the existing Human Resources Manager with standard human resources responsibilities, including vacancy announcements, receiving applications, screening applications, putting together recommendation packages, handling position reclassification studies, salary adjustments, etc. These services are provided for the three Aquariums, as well as the Division Office. In addition, this position will be fully trained in BEACON and handle many of the entries and actions now required for human resource, time sheet, and payroll functions.

The workload on the Aquariums' human resources staff person has increased significantly and is no longer manageable by one person (currently the Division has 130 full-time permanent positions, and up to 50 temporary positions).

Statutory Reference for Request GS 143B-289.44

*W. J. Linton*

Agency Head Signature

*Don O. Brown*

Office of State Budget and Management  
Establish New, Receipt-Supported Positions

Agency: DENR Division: Aquariums

Budget Code: 24308 Center Title: AQM- Events Fund – Fort Fisher Center Number: 2856

\*\*\* Position Information \*\*\*

Proposed Classification: Administrative Assistant I Proposed Salary Grade: SG-63

Salary Range: \$29,502 - \$45,334 Proposed Effective Date: 10 / 01 /2008

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 61,130 *	\$ 38,318
Receipts	<u>&lt;61,130&gt;*</u>	<u>&lt;38,318&gt;</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): 2856 AQM Events/Fort Fisher Fund

Justification for Position (including description of duties and responsibilities):

This full-time, permanent position will provide support for the events and rentals programs at the Fort Fisher Aquarium. Currently a temporary employee provides assistance for the Events and Rentals Program; this new full-time position will replace the temporary staff. This position will report to the Events and Rentals Coordinator, and be responsible for working with potential rental clients, providing planning support and assistance, setting up, and overseeing rental events. This position will be responsible for meeting with potential clients, working with them to complete necessary forms and documents, receiving and recording payments, etc. This position will be required to work evenings and weekends, as events and rentals are scheduled throughout the fiscal year.

Statutory Reference for Request None

*CSH*  
William J. Lutz  
Agency Head Signature

Paul C. Brown  
State Budget Officer Signature

*CSH*  
*DSE*  
*01/21/08*

Office of State Budget and Management  
Establish New, Receipt-Supported Positions

Agency: DENR Division: Aquariums  
Budget Code: 24308 Center Title: AQM- Events Fund - Pine Knoll Shores Center Number: 2861

\*\*\* Position Information \*\*\*

Proposed Classification: Administrative Assistant I Proposed Salary Grade: SG-63  
Salary Range: \$29,502 - \$45,334 Proposed Effective Date: 10/01/2008  
Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 46,563 *	\$ 38,318
Receipts	<u>&lt;46,563&gt; *</u>	<u>&lt;38,318&gt;</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): 2861 AQM Events/Pine Knoll Shores Fund

Justification for Position (including description of duties and responsibilities):

This full-time, permanent position will provide support for the events and rentals programs at the Pine Knoll Shores Aquarium. Currently a temporary employee provides assistance for the Events and Rentals Program; this new full-time position will replace the temporary staff. This position will report to the Events and Rentals Coordinator, and be responsible for working with potential rental clients, providing planning support and assistance, setting up, and overseeing rental events. This position will be responsible for meeting with potential clients, working with them to complete necessary forms and documents, receiving and recording payments, etc. This position will be required to work evenings and weekends, as events and rentals are scheduled throughout the fiscal year.

Statutory Reference for Request: None

*CSH. William J. Linton*  
\_\_\_\_\_  
Agency Head Signature  
*David C. Brown*  
\_\_\_\_\_  
State Budget Officer Signature

OK  
DSC



**Office of State Budget and Management**  
**Establish New, Receipt-Supported Positions**  
(S.L. 2008-107)

Agency: NC DENR Division: Pollution Prevention & Environmental Assistance

Budget Code: 64303 Center Title: Solid Waste Management Trust Fund Center Number: 6760

\*\*\* Position Information \*\*\*

Proposed Classification: Environmental Sr. Specialist Proposed Salary Grade: 73 Mid Point

Salary Range: \$42,833 – 70,500 Proposed Effective Date: 1 / 1 / 2009

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 1,368,720	\$ 69,772
Receipts	<u>1,368,720</u>	<u>69,772</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Solid Waste Management Trust Fund

Justification for Position (including description of duties and responsibilities):

G.S. 195-187.61 establishes a \$2 per ton disposal tax on all solid waste disposed in North Carolina. As per G.S. 105-187.63(3), 12.5 percent of the disposal tax proceeds are distributed to the Solid Waste Management Trust Fund. G.S. 130A-295.9 directs the Department to use the Trust Fund distribution of the disposal tax to fund recycling grants to State agencies and units of local government, and allows up to 7 percent of the funds to be used to administer the grants.

This permanent position request is for an Environmental Senior Specialist who would be responsible for managing the DPPEA's local government recycling grant and technical assistance program. The person in the position would be responsible for planning and executing the annual grant cycles made possible by the disposal tax, including making decisions on grant parameters, managing the grant request and reward process, and ensuring all solid waste regulatory and purchasing rules are followed in the grant-making program. The position would also oversee the work of staff managing specific grant contracts and would be responsible for ensuring that procedures are followed in the reimbursement of grantees and their fulfillment of grant requirements. The person in the position would be a designated contract administrator in the DENR contract system and would be the DPPEA lead in working with the Division of Purchase and Services on local government recycling grant contract matters. Because the grant program is closely linked to technical assistance delivered to local governments, the position would generally supervise DPPEA's local government recycling technical assistance efforts, setting program priorities, implementing specific activities such as site visits, workshops, and information delivery, and facilitating peer-to-peer contacts between municipal and county recycling programs. The position would supervise two staff specifically dedicated to local government recycling issues.

Statutory Reference for Request:

Cathy Hardy  
Presentation to be made by  
Director, Budget, Planning and Analysis  
Title

William E. Linton *est.*  
Agency Head Signature  
David C. Brown  
State Budget Officer Signature

OK  
DEC  
9/5/08

Office of State Budget and Management  
Establish New, Receipt-Supported Positions  
(S.L. 2008-107)

Agency: NC DENR Division: Pollution Prevention & Environmental Assistance

Budget Code: 64303 Center Title: Solid Waste Management Trust Fund Center Number: 6760

\*\*\* Position Information \*\*\*

Proposed Classification: Environmental Specialist Proposed Salary Grade: 70 Mid Point

Salary Range: \$38,174 - \$ 61,632 Proposed Effective Date: 1 / 1 /2009

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Total Budget	\$ 1,368,720	\$ 61,940
Receipts	<u>1,368,720</u>	<u>61,940</u>
Appropriation	\$ 0	\$ 0

Funding Source(s): Solid Waste Management Trust Fund

Justification for Position (including description of duties and responsibilities):

G.S. 195-187.61 establishes a \$2 per ton disposal tax on all solid waste disposed in North Carolina. As per G.S. 105-187.63(3), 12.5 percent of the disposal tax proceeds are distributed to the Solid Waste Management Trust Fund. G.S. 130A-295.9 directs the Department to use the Trust Fund distribution of the disposal tax to fund recycling grants to State agencies and units of local government, and allows up to 7 percent of the funds to be used to administer the grants.

This permanent position request is for an Environmental Specialist who would be responsible for assisting in the administration of the recycling grant program. The position would help produce and release grant requests-for-proposals, receive and review proposals, conduct activities to establish contracts with grant recipients, and ensure that all grant requirements are met, including adherence to the contract scope of work, submittal of reimbursement requests, and submittal of grant final reports. The position would further provide technical assistance to current and potential grant recipients, helping them identify recycling program improvements that would be eligible for grant funding, helping them identify mechanisms for meeting the required grant match, and facilitating contact with peers to identify grant ideas. The position would also assist in establishing and conducting training on the grant program, evaluating the effectiveness and results of the grant program, and contributing to reports to the General Assembly. The person in the position would be a designated contract administrator in the DENR contract system and would interact closely with the Division of Purchase and Services on grant contract matters.

Statutory Reference for Request:

Cathy Hardy  
Presentation to be made by

Director, Budget, Planning and Analysis  
Title

William G. Lister  
Agency Head Signature  
David C. Brown  
State Budget Officer Signature

OK  
DSC  
9/5/08