

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Department of Administration
Division: Agency for Public Telecommunications

Budget Code: 14100
Center Title: Agency for Public Telecommunications
Center Number: 1264

***** Position Information *****

Proposed Classification: Info & Communication Spec II **Proposed Salary Grade:** 69
Salary Range: \$34,216 - \$55,116 **Proposed Effective Date:** 10/01/06
Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Receipts/Federal:	\$ 5,453,182	\$ 42,916
Appropriation:	\$ 618,300	\$ -0-
Total Budget:	\$ 6,071,482	\$ 42,916

Funding Source(s): Receipts

Justification for Position (including description of duties and responsibilities):
The Agency for Public Telecommunications has determined the need for a permanent position to develop media advertising campaigns as a service to governmental agencies.

The position's duties and responsibilities include planning and executing media advertising campaigns for governmental agencies; developing and implementing media market research studies; interpreting media research and rating books, reports and demographic information; analyzing advertising trends, various media outlets and opportunities; tracking the progress of advertising campaigns; negotiating media costs; and managing the billing process. This position will locate the correct media to communicate clients' messages in the most effective manner possible, at the lowest cost. This position will have contact with division clients, ranging from public and elected officials to members of the media. It will also develop and maintain contract books, media plans, commercial instructions, insertion/broadcast orders, changes, revisions, make-goods and invoices.

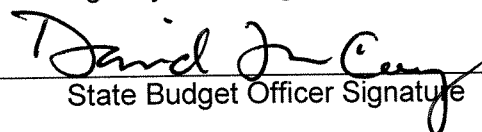
Statutory Reference for Request: GS 143-64.01

Presentation to be made by:

Barbara Williams, Classification Analyst



Agency Head Signature



State Budget Officer Signature

UTM
9/15/06

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Department of Administration
Division: State Capitol Police Division

Budget Code: 14100
Center Title: State Capitol Police
Center Number: 1623

*** Position Information ***

Proposed Classification: Security Guard **Proposed Salary Grade:** 57
Salary Range: \$22,108 – 33,538 **Proposed Effective Date:** 10/1/06
Number of Positions: 2

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Receipts/Federal:	\$ 549,290	\$ 58,110
Appropriation:	\$ 2,669,600	\$
Total Budget:	\$ 3,218,890	\$ 58,110

Funding Source(s): Receipts

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

The creation of four (4) additional positions (2 Public Safety Officers and 2 Security Guards) is required to provide adequate law enforcement and security services for the Information Technology Services (ITS) complex. Security work had previously been performed by a contract security agency and three (3) permanent ITS Security Guards. ITS Management in consultation with State Capitol Police management identified a need to enhance protective services for this area. Of the four new positions, two (2) Public Safety Officers will be assigned to secure the complex against criminal activity, property crimes, and acts of terrorism, safeguard the loss of sensitive information and monitor and restrict access to the facility. They will also patrol the complex grounds, complete criminal reports and make arrests for trespassing and/or other violations of federal, state and local laws and ITS policies. The two (2) Security Guards will be required to perform auxiliary duties to support the law enforcement operations at the complex. They will control access to the ITS complex at two critical control points, verify the business purpose of each person entering the facility and record vehicular traffic as it enters and exits the facility. The establishment of these additional positions will provide 24-hour service to the complex.

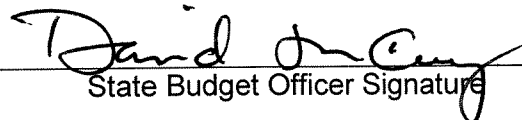
Statutory Reference for Request: GS 143-64.01

Presentation to be made by:

Barbara Williams, Classification Analyst



Agency Head Signature


State Budget Officer Signature



Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Department of Administration
Division: State Capitol Police Division

Budget Code: 14100
Center Title: State Capitol Police
Center Number: 1623

***** Position Information *****

Proposed Classification: Public Safety Officer **Proposed Salary Grade:** Career-Banded
Salary Range: \$27,915 – 52,064 **Proposed Effective Date:** 10/1/06
Number of Positions: 2

	<u>Center Authorized Budget</u>	<u>Current Request</u>
Receipts/Federal:	\$ 549,290	\$ 73,482
Appropriation:	\$ 2,669,600	\$
Total Budget:	\$ 3,218,890	\$ 73,482

Funding Source(s): Receipts

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

The creation of four (4) additional positions (2 Public Safety Officers and 2 Security Guards) is required to provide adequate law enforcement and security services for the Information Technology Services (ITS) complex. Security work had previously been performed by a contract security agency and three (3) permanent ITS Security Guards. ITS Management in consultation with State Capitol Police management identified a need to enhance protective services for this area. Of the four new positions, two (2) Public Safety Officers will be assigned to secure the complex against criminal activity, property crimes, and acts of terrorism, safeguard the loss of sensitive information and monitor and restrict access to the facility. They will also patrol the complex grounds, complete criminal reports and make arrests for trespassing and/or other violations of federal, state and local laws and ITS policies. The two (2) Security Guards will be required to perform auxiliary duties to support the law enforcement operations at the complex. They will control access to the ITS complex at two critical control points, verify the business purpose of each person entering the facility and record vehicular traffic as it enters and exits the facility. The establishment of these additional positions will provide 24-hour service to the complex.

Statutory Reference for Request: GS 143-64.01

Presentation to be made by:

Barbara Williams, Classification Analyst

B. Williams

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David M. C...

State Budget Officer Signature

*SLC
LTM
9/19/06*