

Arkansas Department of Health (ADH) – Radiation Control Section March 27, 2024 - MRB Pursuant to 2024 IMPEP

Agreement State Program Improvement Plan (PIP) – ML25036A237

Legend

White Area= Identified Information

Yellow Area= Task is in process

Green Area = Task has been completed

RECOMMENDATION	FACTORS ADVERSELY AFFECTING STAFFING AND RETENTION	TASK	PROCESS	ASSIGNMENTS	STATUS
Arkansas is recommended to analyze the factors adversely affecting staffing trends and take action to improve recruitment and retention to maintain a sufficiently qualified technical staff.	Financial Compensation	Increase salaries for health physicist positions within ADH Radioactive Materials Program to attract and retain staff.	ADH identified 4 RAM HP Positions and 1 RAM HP Supervisor position to upgrade. These upgrades would allow an increase in salary for the identified positions.	Submit request to Office of Personnel Management	Completed
			Office of Personnel Management (OPM)	Approve request to upgrade position	Completed
			Arkansas General Assembly Personnel Subcommittee (April 11,2024)	Approve the position upgrades	Completed

		Applicable State Agencies	Implement position upgrades pursuant to new fiscal year	Implemented
Work Flexibility	Work schedule flexibility	State agencies offer alternative work schedules to increase flexibility within employees work week.	Alternative work schedule is in place offering options including a 4-day work week, or a schedule with every other Friday off.	Completed
	Worksite Flexibility	Explore worksite flexibility to appeal to potential applicants and retain current staff.	ADH processes related to worksite location is conducted in accordance with state policy.	Completed
Expand Qualified Applicant Pool	Position Postings and Interview	Examine job vacancies and interviews	Documents to post vacant positions are submitted, within 5 business days of vacancy, to Division of Health Protection personnel. Interviews will be conducted within 10 business days pursuant position closing.	Completed
	Expand Position Postings	Radiation Control Section to expand RAM Health Physicists job postings	Radiation Control Program submit RAM HP job postings to Organization of Agreement States (OAS) website, identified universities, and Arkansas Chapter of the National Health Physics Society.	Completed
	Exceptionally Well Qualified Applicants	Attract new applicants with previous/current experience	Supervisors of newly hired employees can request for an increase in starting salary pursuant to approval by OPM.	Completed
	Promotion within section	Exploring opportunities to promote employees within the Radiation Control Program and explore opportunities within industry.	A candidate has been identified withing the Radiation Control Program "Grow your own approach" and is now acquiring training to qualify as a RAM Health Physicist. In addition, 2 candidates have been identified and hired with previous work experience working at Arkansas Nuclear One facility.	Completed

	Training	Training Opportunities	Obtain required NRC training pursuant to limited course availability.	Formal requests to NRC for priority status for required training courses.	Completed
			Identify alternative training options	Alternative NRC approved courses offered by other surrounding states will be considered pursuant to need and availability.	Completed

Technical Staffing and Training: Revise Staff Training & Qualifications Procedure (Additional Details)
 Conducting Bimonthly meetings with Randy Erickson to monitor progress with a subsequent IMPEP in 18 months.