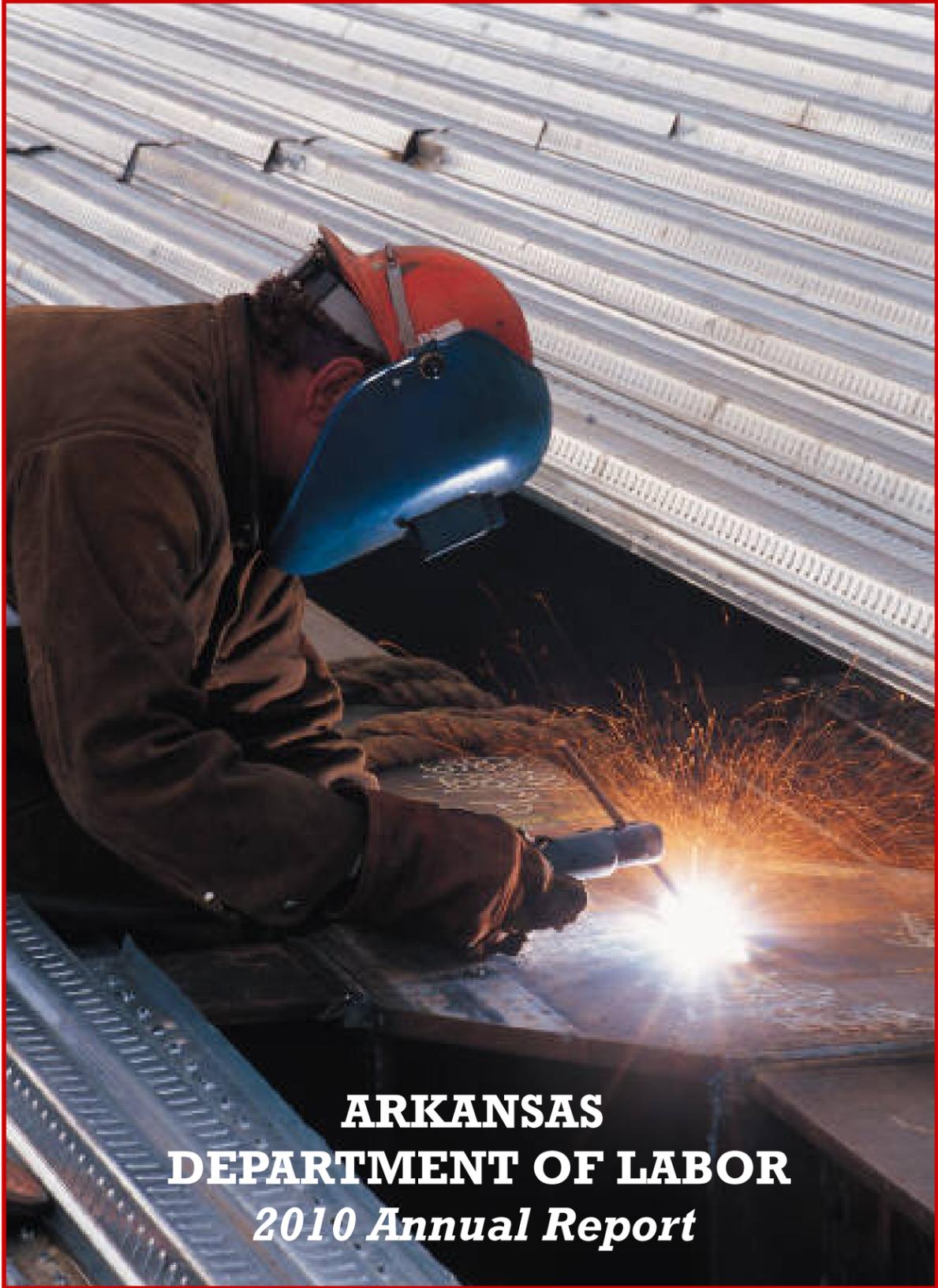


**ARKANSAS
DEPARTMENT OF LABOR
2010
ANNUAL REPORT**



**ARKANSAS
DEPARTMENT OF LABOR**
2010 Annual Report



MIKE BEEBE

*Governor
State of Arkansas*



JAMES L. SALKELD

*Director
Department of Labor*



EDWARD HOUSE

*Deputy Director
Department of Labor*

Mike Beebe
Governor



STATE OF ARKANSAS

ARKANSAS DEPARTMENT OF LABOR

10421 WEST MARKHAM • LITTLE ROCK, ARKANSAS 72205-2190
(501) 682-4500 • FAX: (501) 682-4535 • TDD: (800) 285-1131

James L. Salkeld
Director

The Honorable Mike Beebe
Governor, State of Arkansas
State Capitol Building
Little Rock, Arkansas 72201

Dear Governor Beebe:

On September 1, 2010 I felt honored to have completed my 19th year as Director of the Arkansas Department of Labor. It has been such a privilege to serve under your administration and to represent this agency.

Being primarily an enforcement agency, our inspectors and investigators are not always welcomed into a business. Although our employees understand their responsibility to enforce the laws within our jurisdiction, they also understand their role as a public servant and educator. We have done our best to maintain our website so the public can easily access up-to-date information and have continued to enhance our internal data systems and provide more on-line services to the general public.

While I have had many opportunities to travel throughout the state commending employers and employees for their outstanding achievements in workplace safety, there are few times that I have the opportunity to publicly commend and praise the Department of Labor staff for the loyal, professional services they provide to the citizens of our state. It is because of their continued dedication that we are able to highlight the many accomplishments of the Arkansas Department of Labor for the fiscal year ending June 30, 2010 in the following report.

Sincerely,

A handwritten signature in cursive script that reads "James L. Salkeld".

James L. Salkeld
Director

ORGANIZATIONAL CHART

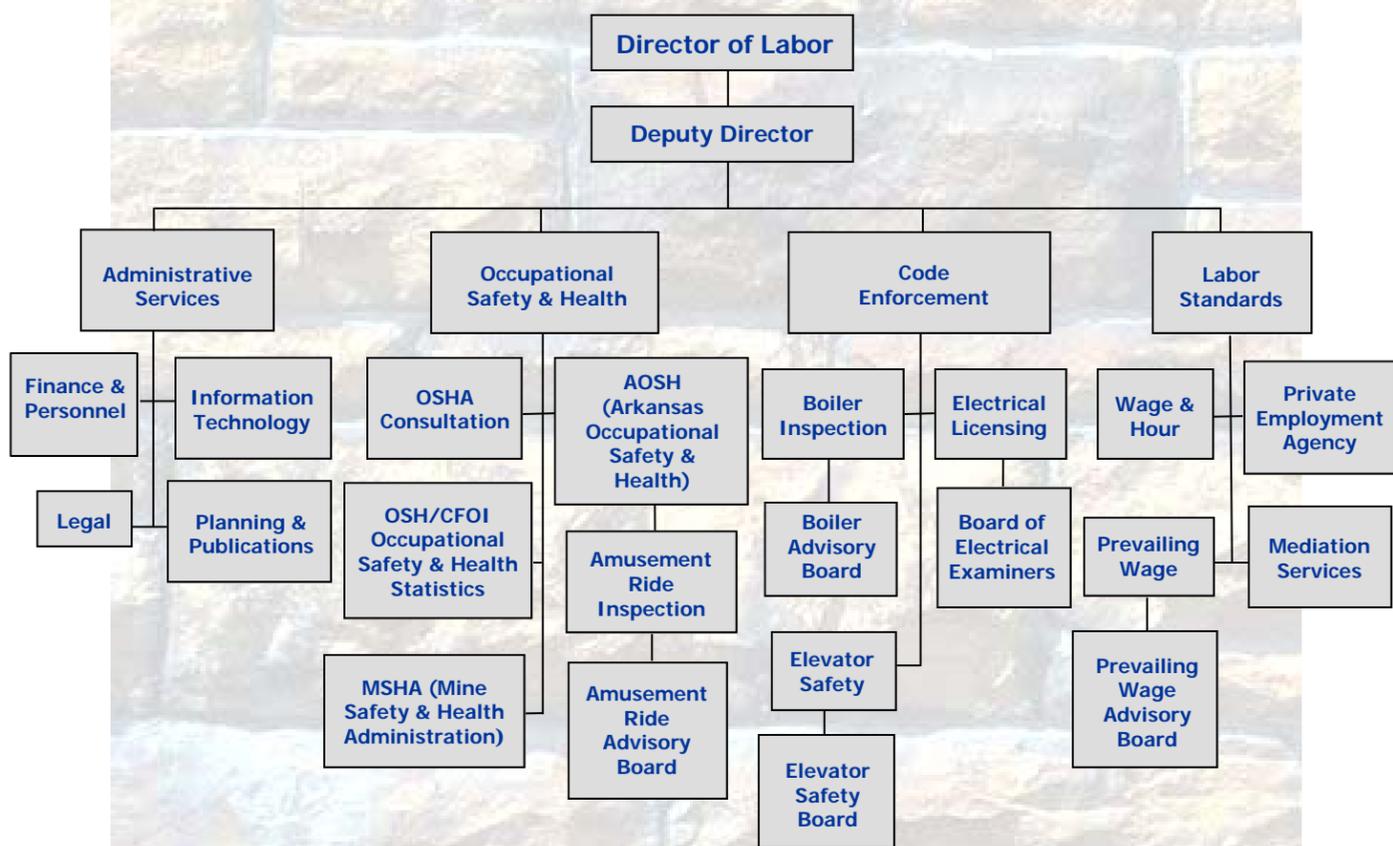


TABLE OF CONTENTS

Occupational Safety and Health Division	1
Safety Awards	1
Statewide Safety Seminars	4
Media Resource Center	5
OSHA Consultation	5
AOSH-Arkansas Occupational Safety and Health	7
Amusement Ride Inspection	9
Amusement Ride Advisory Board	9
MSHA-Mine Safety and Health Administration	9
OSH/CFI	10
Code Enforcement Division	12
Boiler Inspection	12
Boiler Advisory Board	14
Electrical Licensing and Inspection	14
Board of Electrical Examiners	15
Elevator Safety	16
Elevator Safety Board	16
Labor Standards Division	17
Wage and Hour	17
Private Employment Agency	18
Prevailing Wage	19
Prevailing Wage Advisory Committee	20
Mediation and Conciliation	21
Administrative Services Division	22
Finance and Personnel	22
Information Technology	22
Legal	23
Planning and Publications	24

OCCUPATIONAL SAFETY AND HEALTH

The Occupational Safety and Health Division is the largest section within the Department of Labor and is responsible for enforcing and promoting worker safety in Arkansas. This is accomplished in a number of ways including:

- Conducting complaint, accident and fatality **investigations** in the public sector.
- Making routine **inspections** of publicly owned workplaces.
- Providing free safety **consultation** services to Arkansas businesses and mines.
- Inspecting **amusement rides** to assure the safety of visitors and workers.
- Providing thousands of hours of **training** classes on key safety and health issues in order to better equip Arkansas's workforce against occupational hazards. These classes are held at the employer's work site, as well as at the Arkansas Department of Labor building in Little Rock. Additionally,

12 regional seminars were held across the state during the fiscal year.

- Providing **informational services** for persons needing assistance on safety and health issues. This may include one-on-one site visits, public speaking engagements and targeted publications.
- Presenting **safety awards** to businesses and individuals who excel in promoting safety and health and meet specific guidelines
- Conducting **annual surveys** of workplace fatalities, injuries and illnesses in the state.

The Division's highly trained field staff is available to assist employers across the state in a variety of ways. These employees are supported by administrative staff who can provide technical assistance on a wide variety of safety issues.

Safety Awards

The Occupational Safety and Health Division takes pleasure in presenting several types of safety awards to companies and individuals in recognition of their outstanding achievements in workplace safety. These include:

- Million Work Hour Awards
- Safety Awards of Merit
- Accumulative Years Safety Awards
- Meritorious Service Awards.

The Million Work Hour Awards are presented to companies whose employees have accumulated a million work hours without a lost day away from work due to a work related injury or illness. Similar awards are available to mining industries and state, county and municipal employees.

The Safety Award of Merit is presented to employers that have worked without a lost time injury according to the following criteria:

- Must have an effective safety and

- health program, and
- Must have one or more employees and have worked three or more years or accumulated at least 500,000 work hours without a lost time injury.

The Accumulative Years Service Award is designed for small employers that work years without a lost day away from work, but are unable to reach the Million Work Hour Award.

Meritorious Service Awards are given to Arkansas citizens who have either recognized an immediately dangerous situation and eliminated the potentially hazardous condition, or attempted to save or did save another person's life. The Meritorious Service Awards Committee requires that recipients be nominated by another person for their efforts and then screened by the committee.

The following industries were recipients of safety awards from the Occupational Safety and Health Division during the 2009-10 fiscal year:

TEN MILLION WORK HOURS SAFETY AWARD

Tyson Foods, Inc., Springdale

SIX MILLION WORK HOURS SAFETY AWARD

Tyson Foods, Morrilton

FOUR MILLION WORK HOURS SAFETY AWARD

Butterball, Ozark
Butterball LLC, Huntsville
Gates Corporation, Siloam Springs
Southern Star Concrete, Little Rock

TWO MILLION WORK HOURS SAFETY AWARD

Dassault Falcon Jet, Little Rock
Performance Contractors, Inc., West Memphis
Pinnacle Foods Group, LLC, Fayetteville

Tyson Foods, Rogers
Washington Group International, Pine Bluff

ONE MILLION WORK HOURS SAFETY AWARD

Baldor Electric Company, Clarksville
Butterball LLC, Ozark
CertainTeed, a division of Saint Gobain, Little Rock
Defiance Metal, Heber Springs
Frito-Lay-North America's, Jonesboro
Garlock Rubber Technologies, Paragould
Gerber Products Company, Fort Smith
Gerdau Macsteel, Fort Smith
Glad Manufacturing Company, Rogers
Kennametal-Rogers Facility, Rogers
Pinnacle Food Corporation, Fayetteville
Robert Bosch Tool, West Memphis
Saint Gobain Proppants, Fort Smith
Tenneco, Inc., Paragould
Tyson Foods, Nashville



Employees at Dassault Falcon Jet in Little Rock celebrate their first Two Million Work Hour Safety Award in March 2010. According to the U.S. Department of Labor, the 2009 national average for days away, restricted, or transferred due to injuries or illnesses for the Aircraft Manufacturing Industry was 3.9. The Dassault Falcon Jet Little Rock facility recorded a .57 for this period.

SAFETY AWARDS PRESENTED FROM JULY 1976—JUNE 2010													
Fiscal Year	Accum. Year	Merit	1 Mil.	2 Mil.	3 Mil.	4 Mil.	5 Mil.	6 Mil.	7 Mil.	8 Mil.	9 Mil.	10 Mil.	11 Mil.
76-77		5	4										
77-78		3	4										
78-79		4	7										
79-80		7	3	1									
80-81		16	4										
81-82		12	15	2	1								
82-83		12	10	2									
83-84		15	9										
84-85		13	9	7	3								
85-86		7	10	4	2								
86-87		7	10	4									
87-88		5	7		2	1							
88-89		1	5	2									
89-90		6	9				1						
90-91		9	2	2			1						
91-92		11	10										
92-93		3	8										
93-94		9	12	2	1	1	2						
94-95	3	26	17	5	1	1		1					
95-96	22	10	24	6	1	2	2						
96-97	33	11	31	10	8	1	1						
97-98	41	5	21	9	5	4	3						
98-99	34	7	24	8	2	2	2	3	1				
99-00	32	4	24	8	2	1	1	1	2	1			
00-01	34	2	11	8	7	3	1		1	1	1		
01-02	30	4	18	6	3	5	2				1	1	
02-03	41	2	14	6	1	2	2	1		1			
03-04	42	1	9	7	4	4	4	3	2	1	1	1	
04-05	36	1	16	7	4	1	3	2	2	1	1		1
05-06	17		9	1	1	1		2	1	1		2	
06-07	24		14	4	3	1			1	1	1		
07-08	23	1	11	3		1				1	1	1	
08-09	24		9	4	2						2		
09-10	26		17	5		4		1				1	
TOTAL	462	219	407	123	53	35	25	14	10	8	8	6	1

Washington Group International, Pine Bluff

ACCUMULATIVE YEARS SAFETY AWARD

Energy Fossil Operations Couch Station, Stamps, 50 years
Post Foods, LLC, Jonesboro, 17 years
Butterball LLC Feed Mill, Alix, 14 years
Southwest Research Institute, Pine Bluff, 10 years
Zero Mountain, Johnson, 8 years
Butterball, LLC Live Operations, Ozark, 7 years
Cintas Corporation, Searcy, 6 years
Lockheed Martin, Little Rock, 6 years
Saint Gobain Plant 3, Bryant, 6 years
Zero Mountain, Fort Smith, 5 years
Tyson Valley Maintenance Center, Russellville, 4 years
CHZM Hill OMI, Fayetteville, 3 years
Zero Mountain, Lowell, 3 years
Bridgestone Americas Tube Business, Russellville, 2 years
Cobb-Vantress, Inc., a division of Tyson Foods, Siloam Springs, 2 years
Cobb-Vantress, Inc., a division of Tyson Foods, Summer, 2 years
Coulson Oil, Little Rock, 2 years
Graphic Packaging International, Fort Smith, 2 years
ITW - Shippers, Sheridan, 2 years
Americold Logistics, Springdale, 1 year
Cooper Power Systems, Fayetteville, 1 year
Odom's Tennessee Pride Sausage, Little Rock, 1 year
Paslode, Pocahontas, 1 year

Pine Bluff Chemical Activity, Pine Bluff, 1 year
Southwestern Diecasting, Fort Smith, 1 year
Tyson Distribution Center, Fort Smith, 1 year
Zero Mountain, Russellville, 1 year

Statewide Safety Conferences

The Arkansas Department of Labor, the U.S. Department of Labor and the Arkansas Workers' Compensation Commission presented 12 well-attended safety conferences across the state, sometimes with additional sponsorship from local safety associations. Workers' Safety Conferences were held in Jonesboro, Little Rock, Russellville, Bentonville, Ashdown, Fort Smith, Batesville, Pine Bluff, West Memphis, El Dorado,

Monticello, and Hope during this fiscal year and 1,409 participants from 433 companies attended.

The seminars are designed for hourly employees, supervisors, and people on safety committees. This emphasis on reaching the hourly worker is what makes the conferences stand out from all the other types of training offered around the state. Of course, personnel managers, engineers, maintenance workers, and plant managers are also welcome to attend.

Four or more subjects were covered at each one-day conference. Subjects included: safety and health hazard recognition, personal protective equipment, effective safety committees, defensive driving, anger and stress management, drugs in the workplace, sprains and strains, violence in the workplace, slips, trips and falls, and more.

The Arkansas Depart-



(Back row, 1 to 1) LaShonda Daniels, Karen Green, (front row) Juanita Matlock, Dolly Williams, and Merdina Hildreth are just part of the excellent support staff working in the Safety Division to keep operations running smoothly and efficiently.

ment of Labor, the federal OSHA Area Office, and a host of safety organizations continued an alliance that focuses on training employers and teen workers in fast food establishments and grocery stores, etc. In addition to state and federal OSHA, alliance members include: Arkansas Society of Safety Engineers, Northwest Arkansas Chapter of Human Resource Management, Black River Vocational Technical College, Arkansas Volunteer Protection Program, World Safety Organization, South East Arkansas Resources and Safety Committee, River City Safety and Environmental Council, Southeast Arkansas Technical College and Northwest Arkansas Safety Council. Their Teen Safety booth was displayed at every Workers' Safety Conference and events across the state. Various training materials including a promotional film on general Teen Safety were developed and are available free of charge by contacting Juanita Matlock at 501-682-9090.

The Division also held a number of specially designed seminars across the state during this fiscal year in order to address safety and health issues that are of major concern today. These seminars dealt with issues that have proven to be particularly hazardous, or needs that the industrial community has expressed. Topics included How To Develop A Safety Program, Hazard Communication, Lockout/Tagout, General Safety, Blending Safety and Production, and more.

Media Resource Center

The Occupational Safety and Health Division of the Arkansas Department of Labor houses two media centers that are co-sponsored by the Arkansas Department of Labor and the Arkansas Workers' Compensation Commission. The original and most extensive library is at our Little Rock office. A library is located at Black River Technical College's satellite campus in Paragould, and another at Northwest Arkansas Community College in Bentonville, Arkansas.

The libraries contain DVDs, videos, and slide cassettes on safety related topics, in English as well as Spanish. These are available to companies and individuals to borrow for training sessions and safety

committee meetings. There is no charge. New videos and DVDs are added throughout the year.

To borrow from the Center for your organization, you must either submit a letter asking for the material, complete the form on our web page, fax a request form, or come by the Safety Division and sign a loan form.

For more information on borrowing audiovisual aids, contact Juanita Matlock at (501) 682-9090 or Fax (501) 682-4532, or e-mail juanita.matlock@arkansas.gov

OSHA Consultation

The OSHA Consultation Section employs four safety consultants, three industrial hygienists and supervisors whose goal is to assist employers in complying with federal OSHA requirements. They cover the entire state and are capable of adapting

MEDIA RESOURCE CENTER USAGE 2009-2010 Fiscal Year

	No. of Videos	No. of Companies
Little Rock		
Private Sector	587	123
Public Sector	<u>261</u>	<u>96</u>
Total	848	219
Black River		
Private Sector	42	17
Public Sector	<u>40</u>	<u>18</u>
Total	82	35
Grand Total	930	254



(l to r) OSHA Consultants Ocie Robinson, Kim Fischer, Supervisor Tonia Cooper, and Ronnie Deloney work with industries across the state to prevent occupational injuries and illnesses.

to the wide range of industries therein.

Consultants work only with industries and employers who request their help. Preference is given to small, high hazard businesses. They conduct either a limited or comprehensive safety and health survey, whichever the employer has requested. The consultant also conducts any tests that are required, such as air sampling or checking electrical continuity. Upon completion of the survey and applicable tests, a written report is processed and sent to the employer. The employer is then required to correct all serious hazards found by the consultant and notify the division when the corrections have been made.

The division also offers informal training on items found to be deficient during the survey. If needed, consultants can tailor classes to fit the particular needs of the

company.

The OSHA Consultation Section has a wealth of handout material for employers on various health and safety issues. This section has training brochures and guides covering areas such as employee noise training, working in hot environments, hazard communication and personal protective equipment. Other OSHA published handouts are also available on topics such as construction safety, wire rope inspections, changing split rim tires, and OSHA recordkeeping.

The OSHA Consultation Section also can research safety related issues by

OSHA CONSULTATION ACTIVITY REPORT Fiscal Year July 2009-June 2010	
Total Companies Assisted	462
Total Employees Affected	163,156
Total Employees Removed From Risk	31,027
Initial Visits	
Safety Consultant Visits	353
Health Consultant Visits	<u>132</u>
Total	485
Training & Assistance Visits	
Safety Consultant Visits	0
Health Consultant Visits	<u>14</u>
Total	14
Follow-up Visits	
Safety Consultant Visits	0
Health Consultant Visits	<u>16</u>
Total	16
Total Safety Visits	353
Total Health Visits	<u>162</u>
Grand Total Visits	515
HAZARDS IDENTIFIED	
Total Serious Hazards Identified	2,188
Total Other-Than-Serious Hazards Identified	437
Total Regulatory Hazards Identified	<u>233</u>
Grand Total Hazards Identified	2,858

means of a national computer network that can provide updated information on chemicals, processes, and government regulations. An abundance of information can also be found on the OSHA website, www.osha.gov

Employers who have exemplary safety and health management systems, may qualify to be placed on the federal recognition and exemption program called SHARP (Safety and Health Achievement Recognition Program). In this program, the employer is removed from OSHA's programmed inspection schedule for one to two years. Establishments meeting the requirements to become a SHARP site for the first time, may receive a special certificate from the State OSHA Consultation, a plaque, and a SHARP banner or flag to recognize their outstanding safety and health program. Companies achieving SHARP after the first time receive an exemption from OSHA's general programmed inspections for up to two years, and may receive a special certificate from federal OSHA.

There are 57 SHARP sites participating in the program at this time. The three newest sites to make SHARP status are: BASF (formerly known as CIBA) of West Memphis; Milbank Manufacturing Company of El Dorado; and Omnium, LLC of Blytheville, Arkansas.

The fifth annual SHARP/VPP conference was held in September 2009 and had 170 participants in attendance. All 57 SHARP/VPP companies were represented. There were also nine other SHARP/VPP meetings held at the Department of Labor during the 2009-2010

fiscal year.

For more information on the services described, contact one of the following: Jim Pumphrey (501) 682-4516 or e-mail pumphrey.jim@dol.gov, Tonia Cooper (501) 682-4527 or e-mail cooper.tonia@dol.gov, or Clark E. Thomas (501) 682-4522 or e-mail thomas.clark@dol.gov



AOSH is an acronym for Arkansas Occupational Safety and Health. This section is responsible for administering Arkansas's laws dealing with safety and health. AOSH investigates complaints, accidents, and fatalities in

public sector workplaces and inspects the public sector for violations of Arkansas safety and health regulations.

Employees from the public sector can call in complaints to the AOSH section, and in many cases, an inspector will visit the worksite. AOSH also conducts routine inspections of public schools, cities, counties, colleges, universities and state agencies free of charge.

The AOSH Section is a staff of safety and health specialists, responsible for administering Arkansas Code Annotated §8-7-1001 et seq., the Public Employees' Chemical Right To Know Act and the regulations issued pursuant to the act known as Safety Code 12. The purpose of this law is to provide public employees with information and training concerning any hazardous chemicals with which they may work.

AOSH staff are responsible for promoting awareness of the law and enforcing the requirements of the regulation. They conduct training and



(l to r) AOSH Consultants Charles Ferguson and Mark Lawrence assist the public sector across the state with safety and health issues.

awareness programs across the state on a first come, first served basis. To receive a copy of Code 12 or to schedule a free training class, contact AOSH Division Manager Kevin Looney at (501) 682-9091, cell (501) 690-8774, or e-mail kevin.looney@arkansas.gov or download a copy of the code from our website.

AOSH is aggressively involved in promoting safe and

healthful work practices so as to eliminate human suffering caused by accidents, injuries, illnesses and diseases. The consultants are responsible for identifying hazards, generating reports and providing formal and informal training and assistance.

Specific tests and equipment may be used to identify and determine hazards involving electricity,



Kevin Looney was promoted to AOSH Division Manager this year after the death of longtime employee Richard Steward. Kevin has been with the division since 1996.

**AOSH PUBLIC SECTOR SUMMARY
2009-2010 FISCAL YEAR**

COMPLIANCE	
Accident investigation reports (public sector)	4
Fatality investigation reports (public sector)	4
Complaint investigations (public sector)	28
Items cited	34
CONSULTATION	
Consultation reports for the public schools, technical schools, colleges and universities, state agencies, and other public sector entities	325
Follow-up visits	26
Items cited	1,477
Serious items	1,473
Other-than-serious items	4
Employees affected by hazards found	26,585
TRAINING CLASSES	
Number formal classes conducted	116
Number seminars conducted	25
Number conferences conducted	9
Total number of classes/seminars/conferences conducted	150
Total number of employees trained	3,837
AMUSEMENT RIDE INSPECTIONS	
Number of rides inspected	3,609
Total items cited	3,087
Total fees collected	\$67,100
BLASTING SERVICES	
Complaints received	20
Complaints investigated	22
Blasting card issued through class attendance	117
Blasting cards issued through reciprocity	95
40-hour blasting classes conducted	2
Number of 40-hour blasting class attendees	4
20-hour blasting classes conducted	8
Number of 20-hour blasting class attendees	40
Refresher classes conducted	10
Number of refresher class attendees	75
Seismographic monitoring -- complaint investigations	20
Total Number of Blasting Cards Issued	212
Total Blasting Classes	20
Total Class Attendees	119

chemicals, noise, and air quality. Hazard classification is determined by the severity of each situation. When hazards are identified, they are classified as posing "imminent danger," "serious" or "other than serious." The consultants provide information on specific conditions (hazards), and the associated laws, standards or codes of reference. They also recommend the corrective action that should be taken to eliminate the hazards. Some of the formal training classes offered by AOSH are Public Employees' Chemical Right To Know, Bus Shop Safety, Kitchen Safety, Trenching and Excavation, Bloodborne Pathogens Programs, Ergonomics, Violence in the Workplace, Hazard Recognition, Slips/Trips/Falls, and General Safety. Additionally, on-site informal training may be provided at the time of the consultation visit.

The consultants also promote the concept of a "safety culture" by helping to develop, implement and maintain safety and health programs whenever the need

arises. A number of seminars are held throughout the state for the public sector each year.

Another key area of service in AOSH concerns blasting in the state. The Quarry and Open Pit Mine Blasting Control Act of 1995 gave the department jurisdiction over restrictions and limits on blasting at quarries and open pit mines.

AOSH provides consultation with operators, property owners, and the general public on complaints related to blasting. Seismograph monitoring of blasting sites is also available. Individuals doing blasting in Arkansas are required by Arkansas Code 13 to attend a blasting safety training course. For more information on blasting, call Bob Cook at (501) 682-9091.

For information about AOSH in general, call Kevin Looney at (501) 682-9091, cell (501) 690-8774, or e-mail kevin.looney@arkansas.gov

Amusement Ride Inspection

Throughout the year, AOSH inspects amusement rides at county, district, and state fairs and permanent rides at the state's various theme parks, and go-kart tracks. Department inspectors are trained and certified by the National Association of Amusement Ride Safety Officials, NAARSO. They inspected over 3,600 amusement rides this fiscal year and collected \$67,100 in fees. For more information, contact Kevin Looney at (501) 682-9091, cell (501) 690-8774, or e-

mail
kevin.looney@arkansas.gov

Amusement Ride Safety Advisory Board

The Amusement Ride Safety Advisory Board's duty is to assist the director with the formulation of rules and regulations regarding the safe operation of amusement rides, and to give the department such counsel and advice as will aid it in the proper enforcement and administration of the provisions of the law.

The board is appointed by the Governor and made up of:

- The director of the Parks and Tourism Department or his designee;
- A member representing owners or operators of amusement rides which are portable in nature;
- A member representing owners or operators of permanently placed amusement rides;
- A member representing fair managers in Arkansas; and
- A member representing the general public.

The Director of Labor is ex officio chair.

Present board members are:

Richard Davies
Johnny Miller
Kirby Taylor
Ralph Shoptaw
Troy Braswell

James L. Salkeld, Director of Labor

MSHA (Mine Safety and Health Administration)

The Mine Safety and Health Administration (MSHA) Section assists mining companies and contractors in complying with the federal safety and health laws. This is done through assistance in preparing training plans, teaching the various safety and health subjects, and helping with training records.

The three MSHA staff personnel work with the Federal MSHA Inspectors to ensure that assistance is available to any Arkansas mine operator, miner, or contractor who needs it. Classes can be scheduled at our facility or at the mine's facility.



Bobbie Via teaches MSHA training classes across the state upon request.

The Arkansas Mine Safety and Health Conference was held in Hot Springs in February 2010. For 2011, the conference dates are February 3 and 4 in Hot Springs.

During the 2009-2010 fiscal year, the MSHA staff conducted 292 classes training 2,927, of which 2,528 were miners and 399 were contractors. Over 200 operations took advantage of these classes on various safety and health issues. See the chart for a list of the classes offered. The total amount invoiced was \$30,285. The cost is \$75.00 per day for five or fewer participants. The fee for six or more is \$15.00 per person per day. For more information on the MSHA program, contact Susan Weaver at (501) 682-4520 or e-mail susan.g.weaver@arkansas.gov.

TRAINING AND EDUCATION

The Training and Education Section provides general safety courses for any groups,

organizations, or businesses. Classes include the following: First Aid, CPR, and OSHA Regulations for Powered Industrial Trucks. The cost for First Aid and CPR classes is \$75.00 per day for five or fewer participants. The fee for six or more is \$15.00 per person per day.

During the 2009-2010 fiscal year, the three MSHA staff and one additional Training and Education employee conducted 323 classes, training 2,449 individuals for 124 different companies. The total amount invoiced was \$20,920. See the chart for details. For more information, contact Susan Weaver at (501) 682-4520 or e-mail susan.g.weaver@arkansas.gov or John Boswell at (501) 682-1715 or e-mail john.boswell@arkansas.gov.



OSHA Division Manager Clark Thomas has worked with industries across the state for a safer workplace environment.

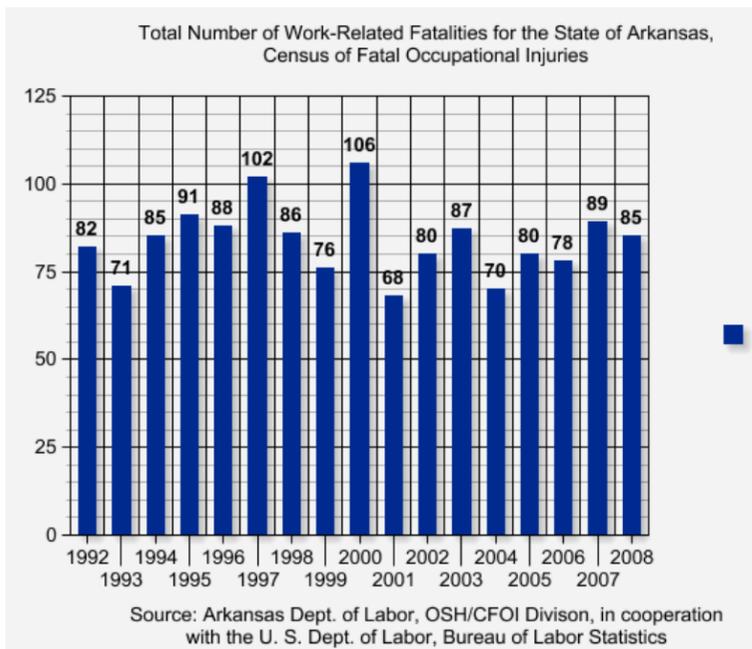
OSH/CFOI

The Arkansas Department of Labor has contracted with the U.S. Department of Labor's Bureau of Labor Statistics to conduct annual surveys of workplace fatalities, injuries and illnesses.

The first data for workplace fatalities was released in the fall of 1993 for calendar year 1992 through a program known as CFOI, Census of Fatal Occupational Injuries. Findings on the number of workplace fatalities for each subsequent year are shown in the chart below.

Data for the Survey of Occupational Injuries and Illnesses, SOII, was compiled under the Occupational Safety and

MSHA TRAINING CLASSES JULY 2009—JUNE 2010		
COURSES	# OF CLASSES	TOTAL ATTENDED
MSHA Annual Refresher	78	1,066
MSHA New Miner	31	212
First Aid	95	882
CPR	88	767
TOTAL	292	2,927
TRAINING AND EDUCATION CLASSES JULY 2009 — JUNE 2010		
COURSES	# OF CLASSES	TOTAL ATTENDED
Limited First Aid	143	1,104
Basic First Aid	9	80
CPR	170	1,260
Industrial Truck	1	5
TOTAL	323	2,449



Health (OSH) program. For 2008, 4.5 work-related injuries and illnesses were reported for every 100 full-time workers in private industry in Arkansas. Sprains and strains accounted for over 39.2% of these work-related injuries and illnesses that required recuperation away from work. This is the 17th year in a row that sprains and strains were the most common injury.

All data collected through both programs is kept confidential, however, statistical information is compiled and released annually. The data are used to help develop safety and health standards; to control work hazards; and to allocate resources for inspection, training, and consultation activities.

For more information or copies of the publications on SOII or CFOI statistics, contact Don Cash at 501-682-4542 or visit our website at www.arkansas.gov/labor



(l to r) Supervisor Don Cash, (seated) Donna Threet, and (standing) Charlotte Bonnabel conduct surveys of data on Arkansas's occupational injuries, illnesses and fatalities.

CODE ENFORCEMENT

Boiler Inspection

The Boiler Inspection Division was established by legislative action in 1917 to protect the public from the inherent dangers prevailing in the construction, operation, repair, alteration and incorrect usage of boilers and pressure vessels. The Division's primary objective is the prevention of boiler and pressure vessel accidents, which might cause loss of life, personal injury or extensive property damage.

The Division's goal of eliminating all boiler and pressure vessel accidents is accomplished by strict enforcement of the mandatory boiler and pressure vessel safety law, rules and regulations of the state of Arkansas, the adoption and enforcement of various codes formulated by the American Society of Mechanical Engineers (ASME) and adoption and enforcement of the rules and regulations of the National Board of Boiler and Pressure Vessel Inspectors.

The Boiler Inspection Division licenses installers, repair firms, and boiler operators so

that safety of construction, installation, repair and operation of boilers and pressure vessels can be assured. Mandatory licensing has rendered greater safety to life and property, and therefore, eliminated an untold number of accidents.

Ever advancing technology creating new sources of energy, methods, and products is accelerating temperatures and pressures higher than man has ever known, thus making boilers and pressure vessels more complex. Most boilers today are equipped with automatic control devices, computers, and other highly technical items that require skilled personnel, both in operations and maintenance. When complete dependence is placed on such automated operation, the human element is neglected, and ever-greater danger is prevalent. To presume that boilers and pressure vessels operating completely on automatic controls are safe and reliable is a mistake. Automatic controls and devices are the boiler operator's helpers, not his replacement.

The Boiler Inspection Division is proud to be a part of the National Board of Boiler and Pressure Vessel Inspectors Tracking Report, which identifies problem areas and trends related to boiler and pressure vessel operation,

installation, maintenance and repair. The National Board has changed the format of their report to reflect the trends in accidents, and indicates where emphasis should be placed on prevention, instead of indicating actual accident/death numbers. This, however, prevents us from having data for national deaths and injuries.

During this fiscal year, the State and Insurance Inspectors found 506 code violations while conducting their routine inspections. Had any of these code violations been ignored, they could have ended in a tragic accident.

The Boiler Inspection Division is self-supporting and relies on fees approved by the legislature for inspection work performed and services



Ron Baker is Code Enforcement Division Manager of the Boiler, Electrical and Elevator Divisions.

**BOILER INSPECTION DIVISION
ANNUAL REPORT—FISCAL YEAR 2009-2010**

CHARGES PROCESSED FY 2009-2010	QUANTITY
State Boiler Inspections	4,803
Insured Boiler Inspections	19,747
Shop Inspections	33
Anhydrous Ammonia Inspections	1
Boiler Operator Licenses	6,157
Certificates of Competency Commission Cards	148
Installation Licenses and Repair Licenses	635
Permits to Install	317
Permits to Install Pressure Piping	13
Miscellaneous Charges	47
FEES COLLECTED/DEPOSITED FY 2009-2010	
Total Deposits	\$785,857.56

- Administer examinations to qualified applicants and issue boiler operator licenses
- Issue installation permits, repair permits, and pressure piping permits
- Issue installation licenses and repair licenses
- Issue certificates of operation for boilers and pressure vessels
- Issue certificates of competency to commissioned inspectors
- Assist insurance inspectors
- Assist firms, individuals, & companies that call or visit the Boiler Inspection Division office
- Conduct accident investigations
- Evaluate requests for code variances
- Conduct ASME and National Board certificate reviews
- Conduct state and ASME code shop inspections as well as field inspections upon request.

rendered.

The Boiler Inspection staff is supervised by Dennis Hannon, Chief Boiler Inspector, and is made up of two equally important sections. The field force consists of five inspectors: Jerry Vann, David Sullivan, Steven Mathis, Clay Whaley, and Charles Cook. The office staff includes Maxine Wagley, Supervisor; Julie

Dove, Linda Black, Michelle Hartwick, and Loyce Brand.

The Boiler Inspection Division works closely with sellers, installers, users, repairers, and operators, to provide assistance in interpreting the boiler safety laws of the State of Arkansas, the A.S.M.E. Code, and the National Board Inspection Codes. Other services include:



(l to r) Loyce Brand, Supervisor Maxine Wagley, Chief Boiler Inspector Dennis Hannon, Michelle Hardwick, Linda Black, and Julie Dove are on hand in the office daily to assist owners, operators, and insurers of boilers and pressure vessels.

Boiler Advisory Board

The Boiler Advisory Board was created to assist in the formulation of rules and regulations of the construction, installation, inspection, repair, and operation of boilers and unfired pressure vessels and their appurtenances, and of pressure piping in the state of Arkansas. The Boiler Advisory Board is also responsible for counseling and advising the Chief Inspector in the performance of his duties, and for assisting him in giving examinations to prospective boiler inspectors, in order to provide a safe environment to Arkansas citizens.

The Governor appoints the Board, and the Director of the Department of Labor or his designee serves as the ex officio chairman. The Board is made up of members who represent insurance companies who inspect and insure boilers and pressure vessels, operating engineers, owners and users of boilers and pressure vessels, and boiler manufacturers. The Board members are:

Richard Mille, representing Boiler Manufacturers

Stephen Case, representing Operating Engineers

Bill McCoy, representing Boiler Users

Larry Wolf, representing Insurance Companies Insuring Boilers

Electrical Licensing

The Arkansas Board of Electrical Examiners was created by Arkansas Code Annotated §§17-28-101 through -307, which is commonly known as the "State Electricians' Licensing Law." It provides for licensing of master and journeyman electricians, residential master and residential journeyman electricians, air-conditioning electricians, industrial maintenance electricians and sign specialists.

An applicant for a state electrician's license must pass a written examination approved by the board, in addition to meeting



Lenora Treadway (standing) and Jessica Cornell are part of the Electrical Division's office staff.

experience or education requirements. Examinations are held in Little Rock, Fayetteville, El Dorado, Conway, Paragould, and Fort Smith.

A state-issued electrician's license is required to perform electrical work in Arkansas. A temporary, one-time, six-month license may be obtained for an "industry project." Cities still require permits and inspections, and may require compliance with specific building or construction codes. Additionally, apprentices must be registered with the board.

The Arkansas Electrical Code Authority Act, Arkansas Code Annotated §20-31-101 *et seq.*, authorizes the board to adopt rules and regulations to establish statewide minimum standards for electrical work in Arkansas. The National Electrical Code, 2008 edition of the National Fire Protection Association is now the standard for the construction, installation and maintenance of electrical facilities and the performance of electrical work. The board may suspend or revoke an electrician's license for cause, including violations of the National Electrical Code.

The board's staff is available to answer inquiries about the interpretation and application of the National Electrical Code and provide information on licensing. They are authorized to conduct investigations dealing with licensing and the National Electrical Code, and then submit the information to the board for consideration. The board may conduct a hearing to consider the suspension or revocation of the electrician's license for cause.

The Arkansas Board of

BOARD OF ELECTRICAL EXAMINERS LICENSES ISSUED—FY 2009-2010	
Industrial Maintenance	932
Residential Master	194
Residential Journeyman	213
Electrical Apprentice	2,438
Electrical Contractor	42
Master	2,891
Journeyman	2,457
Air Conditioning	93
Temporary Journeyman	196
Temporary Master	13
Sign Specialist	132
TOTAL	9,601
Industrial Maintenance Testing	19
Licenses Renewed On-line	1,468
On-Line Renewals	\$48,630
Civil Money Penalties Collected	\$34,957
TOTAL DEPOSITS	\$258,791.88

Electrical Examiners issued a total of 9,601 licenses this fiscal year.

**Board of
Electrical
Examiners**

The mission of the Board of Electrical Examiners is to protect the public by establishing standards for the

construction, installation, and maintenance of electrical facilities, the performance of electrical work, and the licensing of electricians.

The nine-member Board of Electrical Examiners was created by Arkansas Code Annotated §§17-28-101 through -307. The Governor appoints eight members and the ninth member is the Director of Labor or his authorized representative. The responsibilities of the board include the formulation of the rules and regulations

necessary for the implementation of Arkansas Code Annotated §§17-28-101 through 307 and 20-31-101 *et seq.*; the examination for master electricians, journeyman electricians, and industrial maintenance electricians; the establishment of state standards for the performance of electrical work; and the revocation and suspension of licenses for cause. The following persons served on the Board during fiscal year 2009-2010:

Danny King, represents City Inspectors

Gary Ferrell (chairperson), represents Contractors

H.B. Stewart, representing the Elderly

Charlotte Bradley, representing Private Utilities

Sammie Cox, representing Public Utilities

Bill Hegeman, representing the Public

Bob Robinson, representing Electricians

Randy Matthews, represents Engineers

James L. Salkeld, Director of Labor



Anna Smith issues elevator licenses and answers questions from the public concerning laws regulating elevators.

Elevator Safety

Elevator Safety is responsible for enforcing state law regarding the inspection and permitting of elevators, escalators, dumbwaiters, and wheelchair lifts. Ark. Code Ann. §§20-24-101 *et seq.*

The division's data system was recently upgraded and the new FOCUS program offers a number of new features. Invoices and license renewals may now be paid online at www.arkansas.gov/labor. The system allows online entry of inspection reports, in addition to allowing inspectors to view prior violations. The billing and permitting processes are also now automated.

Licensed elevator inspectors submit annual or bi-annual inspection reports that reflect the operating status of the elevator, including any unsafe condition. Correction of any deficiencies is required in order for the owner or operator to obtain a certificate of operation, or operating permit.

The division is also responsible for witnessing required safety and pressure tests, inspecting new installations, and licensing qualified elevator inspectors, mechanics, and contractors. Fees are charged for each function.

For more information on the Elevator Safety Section, call (501) 682-4538, Fax (501) 682-1765, or e-mail anna.smith@arkansas.gov.

Elevator Safety Board

The mission of the Elevator Safety Board is to protect the public by establishing safety standards, and other regulations for the safe installation and operation of elevators, escalators, dumbwaiters, and wheelchair lifts.

The Elevator Safety Board was created in 1963 and consists of five members. Arkansas Code Annotated §20-24-105. The Director of the Department of Labor serves as the chairman, and the Governor appoints the other four members.

The board meets on the second Thursday of every other month and is responsible for:

- Revocation or suspension of any elevator inspector's license for cause;
- Adopting, amending or repealing rules and regulations;
- Issuing variances; and
- Hearing any appeals from action taken by the Elevator Safety Section.

Present Elevator Board members are:

James L. Salkeld, Director of Labor

Kenneth Dryden, representing building owners and lessees

Reed Myers, representing elevator manufacturers

Bob Gram, representing the public at large

Marvin Vaughter, representing the elevator union

ELEVATOR SAFETY 2009-2010 STATISTICAL SUMMARY	
Construction permits issued on elevator installations	117
Modernizations and alterations on existing elevators	131
Certificates of Operation	4,137
Inspections conducted	10,793
Installation inspections	137
Five year full load safety tests	273
Three year pressure tests	819
One year pressure tests	97
Accident investigations	2
Elevator inspector, elevator mechanic, and elevator contractor's license issued	295
Total Deposits	\$410,408

LABOR STANDARDS

The Labor Standards Division is comprised of Wage and Hour, Private Employment Agency, Prevailing Wage and Mediation and Conciliation.

Wage and Hour

Wage and Hour administers and enforces the

Arkansas labor laws relating to minimum wage, overtime, student learners, child labor, disabled workers, equal pay and the collection of unpaid wages involving \$2,000 or less for employees who work or worked in this state. The Labor Standards division collections for 2010 totaled \$267,485.28 in minimum wage, and overtime back wages, penalties, and child labor civil money penalties.

Field staff conducts routine inspections of workplaces

throughout the state providing information, enforcing the labor laws, investigating complaints and wage claims and consulting with both employers and employees.

The Labor Standards staff assists the public in understanding their rights and responsibilities under the wage and hour law, and pursues reported violations of the law. Little Rock staff also coordinates the activities of the field staff, standardizes enforcement procedures, and



Acting Labor Standards Administrator Lindsay Moore (seated) oversees the office staff which is composed of (l to r) Lorna Smith, Sheila Stewart, Nathan Butler, Tina Brown, David Cornell, and YoLanda Williams. Together with six field investigators located throughout the state, they address minimum wage, overtime, child labor, private employment agency, wage claims and prevailing wage issues.

WAGE AND HOUR FY 2009-10 SUMMARY	
Wage and Hour Inspections	179
Number of Employees	4,147
Minors under 16	9
Minors under 18	191
Females	1,960
Males	1,987
Interviews	331
Violations in Facilities	
Employment Certificate	7
Underage -- Under 14	2
Hours Child Under 16	6
Hours Under 18	16
Poster	4
Minimum Wage	33
Overtime	61
Record Keeping	22
Record Keeping Child Labor	8
Hazardous Occupation	1
Minimum Wage Collected	\$106,254.84
Overtime Collected	100,133.28
Administrative Penalties	48,487.16
Child Labor	
Civil Money Penalties Collected	\$12,610.00
Work and Entertainment Permits Issued	1,424
Student Certificates Issued	49

interprets the rules and regulations.

Wage and Hour also handles issuing employment certificates to minors, student learner permits, special disability permits, and certificates of eligibility. Certificates of eligibility allow employers to pay full time students 85% of the applicable minimum wage to work not more than twenty hours during weeks that schools are in session, or forty hours during

weeks that schools are adjourned.

Wage and Hour also receives claims for unpaid wages, sick and vacation pay, holiday benefits and commissions. Claims are also received for shortages, cash advances, damaged property charges, and other unauthorized deductions from employees' wages. Over \$36,000 in back pay was collected and returned to workers this fiscal year.

LABOR STANDARDS WAGE CLAIMS 2009-2010
Wage Claims Processed—425
Wage Claim Collections—\$36,431.63

When a claim is received, a notice of wage claim is issued to the employer. The employer may elect to respond by answering one of the choices given on the form and attaching any relevant evidence. After an investigation is conducted by field inspectors, the inspector issues a preliminary wage determination as to the validity of the claim received.

After notification of the preliminary order, a dissatisfied party may request an administrative hearing. If the claim remains unresolved, it may be forwarded to the Arkansas Department of Labor Legal Section.

Complaints and wage claims may now be filed electronically via the Arkansas Department of Labor's website. All services are free of charge.

Private Employment Agency

Arkansas Code Annotated §11-11-101 *et seq.* authorized the Private Employment Agency Section to license and regulate all private employment agencies in Arkansas that charge a fee to the applicant. Agencies are licensed only after bonding and examination requirements have been met and after the agency has demonstrated business integrity, financial responsibility and sound judgment.

All agency owners, managers, and counselors are

required by law to pass a qualifying examination. They are also required to maintain records on the following: refunds due to applicants, agency newspaper advertisements, applicant referrals, job orders solicited from clients, and all agency business transactions. These records are subject to review by the Private Employment Agency Section. They also investigate any complaints concerning agency activities.

The Private Employment Agency Section enforces a ninety-day guaranty provision that states if applicants leave the job for any reason within 90 days of their hire date, the fee will be prorated, thus protecting applicants who pay an agency to find them a job.

The law also prohibits agencies from charging applicants a fee for any service other than actually being placed on a job.

Prevailing Wage

Prevailing Wage administers the Arkansas Prevailing Wage Law, Arkansas Code Annotated §§ 22-9-301 through -315. This office is responsible for conducting annual wage surveys of both building and heavy construction projects to establish minimum wages for laborers and mechanics employed on public works

projects. This is an ongoing process beginning in August or September of each year and usually being finalized in late May or June of the following year.

Each year, solicitation letters are mailed and numerous follow-up phone calls are made to insure that every contractor licensed to do business in this state has an opportunity to participate in the survey. This additional effort is made to increase the percentage of survey responses and insure the most accurate survey results. Survey results are reviewed and approved by the Prevailing Wage Advisory Committee before being certified by the Department of Labor on or about July 1 of

PREVAILING WAGE SUMMARY OF WAGE DETERMINATIONS ISSUED JULY 1, 2009—JUNE 30, 2010						
Mo.	Bldg.	Hvy.	Multiple	Res- dntl.	Total	Dollar Amount
Jul	29	16	1	0	46	\$ 67,594,219.00
Aug	21	20	2	0	43	49,451,710.57
Sep	22	21	2	0	45	30,650,599.00
Oct	15	21	1	0	37	27,227,326.00
Nov	16	7	1	0	24	26,755,309.00
Dec	14	15	1	0	30	31,643,101.00
Jan	23	26	1	0	50	57,319,968.12
Feb	20	16	4	0	40	52,234,896.00
Mar	32	16	3	1	52	83,465,304.22
Apr	31	28	1	0	60	48,410,227.00
May	18	16	0	0	34	24,571,812.00
Jun	27	33	1	1	62	37,755,169.00
Total	268	235	18	2	523	\$537,079,640.91

each year.

It is the responsibility of the public body awarding any contract, where the cost of all labor and materials is expected to exceed \$75,000, to ascertain the prevailing hourly rate of pay in the county in which the work is to be performed. The public body must also see that a stipulation is inserted in the contract that not less than the prevailing hourly rate of wages as found by the department, or determined by the court on appeal, shall be paid to all workers performing work under the contract.

Arkansas Code Annotated §22-9-302 defines "public body" as the State of Arkansas or any officer, board or commission of the state, any county, city, municipality or other political subdivision, or any of the agencies thereof. "Public works" means all works constructed for public use, whether or not done under public supervision or direction or paid for wholly or in part out of public funds, but it does not include any work done for or by any drainage, improvement, or levee district. Other exemptions include highway, road, street, or bridge construction and maintenance or related work contracted for or performed by incorporated towns, cities, counties or the Arkansas State Highway and Transportation Department, and public school construction.

During Fiscal Year 2009-2010, Prevailing Wage issued 523 wage determinations for projects with estimated values totaling \$537,079,641.

The Prevailing Wage Law also empowers the Director of Labor or his representatives to investigate any alleged

violation. As a result of such investigations, Prevailing Wage collected \$57,178 in back wages for 142 workers. Investigator David Cornell has visited 53 sites, inspected 60 contractors, and interviewed 75 employees.

Prevailing Wage Advisory Committee

The mission of the Prevailing Wage Advisory Committee is to provide advice and assistance to the Director of Labor and his staff in the ongoing review of the content, adequacy and effectiveness of the Department of Labor's administration and enforcement of the Arkansas Prevailing Wage

Law.

The Advisory Committee was created by executive order in 1994. The committee is comprised of five members representing workers employed in construction, three representing contractors engaged in the construction of public works, two members representing state and local government agencies engaged in the construction of public works, and two ex-officio members.

The twelve-member committee, which serves at the will of the Governor, is made up of the following.

Anne Laidlaw, Director, Arkansas Building Authority

Dennis Donahou, Executive Secretary/Treasurer with Arkansas Regional Council of Carpenters

Tony Ellis, Retired, Business Manager, Plumbers & Pipefitters Local #155

Edward Finney, Doyme



(l to r) Lorna Smith and David Cornell conduct annual surveys to determine the prevailing wages paid in our state .

Construction Company
Patrick Hays, Mayor, City of North Little Rock
David Marsh, Retired, Business Manager, Ironworkers Local #321
Dan McAlister, Retired, IBEW Local #295
John Roy McNatt, County Judge, Miller County
James Ryan, Financial Secretary/Treasurer, Plumbers and Pipefitters Local #155
Lloyd Webre, Associated Builders and Contractors of Arkansas
James Alessi, Alessi-Keyes Construction
James L. Salkeld, Director, Arkansas Department of Labor

Mediation and Conciliation

Arkansas Code Annotated §11-2-201 *et seq.* authorizes Mediation and Conciliation to intervene in any labor dispute, strictly in a mediatory or conciliatory capacity, to assist both parties in reaching an equitable agreement.

The Federal Labor Management Relations Act of 1947 requires all parties wishing to amend or terminate an agreement to notify both state and federal mediation authorities of their intent. Our state mediator's responsibility is to then promote peace and harmony in employer/employee relations by encouraging voluntary arbitration between parties, thereby avoiding lockouts, boycotts, blacklists, discrimination, and legal proceedings.



Barry Strange has been the state mediator since September 2009.

The state mediator holds all information obtained during negotiations in the strictest of confidence and his services are free of charge. During fiscal year 2009-2010, Mediation received notices from 73 local unions and employers of contract negotiations, and he was involved in 52 contract negotiations and 48 employer/employee training/conference sessions. He also serves as a member of the Arkansas Labor/Management Conference planning committee.

ADMINISTRATIVE SERVICES

The Administrative Services Division includes Finance and Personnel, Information Technology, Legal, and Planning and Publications. These sections provide support services for the entire agency.

Finance and Personnel

Managing the agency's annual budget of approximately \$7.4 million is one of the primary responsibilities of the Finance and Personnel Division. This includes budget preparation and monitoring, transfer and disbursement of funds, preparation of reports and grant applications, and management of federal grants received from the Occupational Safety and Health Administration, the Mine Safety and Health Administration and the Bureau of Labor Statistics. The section is also responsible for purchasing and inventory control, policy development and implementation, advertising job vacancies and personnel recruitment, and handling employee benefits and payroll. During Fiscal Year 2010, the agency had 104 authorized full-time positions.



(l to r) Vicki Campo, April Murphy, and Kay Stacy are just a few of the employees of the Finance and Personnel Division who support the rest of the agency with such services as purchasing, payroll and timekeeping.

Information Technology

The Information Technology Section provides local area net-

work support for the internal operations of the Arkansas Department of Labor. This includes computer network administration and support for more than one hundred desktop PC's and portable PC's, agency servers and all supporting network equipment, as well as software licensing. The IT Section is re-



Doris Anderson has been with the Information Technology Division since 1999.

responsible for planning, designing, implementing, installing, and maintaining the agency's computer network and all associated components. The IT Section implements technology solutions to further agency initiatives, provides internal support and assistance for all software currently being used by the Arkansas Department of Labor, and for all databases used in various agency programs.

With computer technology being ever-changing and constantly improving, the IT Section must stay abreast of changes and determine how, if, and when the agency can benefit from the latest technology.

They are continuously improving and expanding in-house training classes for employees, and striving to streamline and automate processes such as license renewals, certifications, inspections, and permits. They are partnering with the Information Network of Arkansas (INA) to offer online

renewals for licenses, and adding other online services as opportunities arise.

Doris Anderson, Manager of the agency's Information Technology Division, serves as the agency's representative for several information technology working groups, collaborating with staff across Arkansas state government. Doris also serves on the six-member State Technology Council (www.stc.arkansas.gov).

Legal

Legal services are provided to the agency and its regulatory boards by two staff attorneys and a paralegal. They handle the agency's litigation, as well as provide legal advice to the agency's enforcement staff. They have the responsibility of analyzing and monitoring proposed legislation, as well as drafting administrative regulations. Additionally, they serve as a source of information for the general public and other state agencies



Attorney Supervisor Denise Oxley has been representing the Labor Department in litigation since 1984.

2009-2010 LEGAL COLLECTIONS	
PROGRAM	AMOUNT
Child Labor	\$4,999.50
Wage and Hour	\$73,887.55
Wage Claims	\$17,270.63
Board Of Electrical Examiners	\$10,046.86
AOSH	\$485.00
TOTAL	\$ 106,689.54

regarding Arkansas's labor laws.

Much of the litigation initiated by the legal staff is collection work relating to the enforcement of state wage laws, including the state's minimum wage and overtime law. Other litigation may involve collection of administrative fines. Additionally, the legal staff represents the agency and its regulatory boards in administrative appeals involving licensing, permitting or other enforcement activities. This may involve such operations as boilers, elevators, amusement rides, or the installation of electrical wiring. Collections for the 2010 fiscal year totaled \$106,690.

Planning and Publications

Planning and Publications handles nearly all the printing,

publications, and website management for the Department of Labor. This requires editing and writing text; designing artwork, and layout; typesetting; preparing camera-ready artwork; photography; writing printing specifications, and printing the final product.

The Section publishes two free, quarterly newsletters. The *Safety News* newsletter addresses safety issues and timely topics on occupational safety and health. *Labor News* features articles on labor trends, job statistics, and employment programs. Nearly 28,000 newsletters were mailed to workers in Arkansas and over 5,100 more were e-mailed during the 2009-2010 fiscal year. The division also publishes a monthly employee calendar entitled *The Laborgram*. Additionally, the division printed 1,500 wage and hour posters, 16,120 brochures, and over 3,500 booklets on various labor laws, rules and regulations which

were distributed to Arkansas citizens.

Other available publications include the *Arkansas Laws Relating to Labor* manual, which is updated each biennium when the Arkansas General Assembly passes revisions to the law; *Statutes Regulating Wages and Hours*; *Child Labor Laws*; *Administrative Regulations Pertaining to the Arkansas Minimum Wage Act*; and other handbooks on specific areas such as safety, boilers, prevailing wage, electrical safety, etc.

Planning and Publications handles all press releases, and board meeting announcements, in addition to publicity for department seminars, training programs, and safety award presentations.

For a complete listing of the Arkansas Department of Labor's publications, visit our website at www.arkansas.gov/labor.



Publications Manager Jeanette Donahue has edited the agency's newsletters since 1987.

The Arkansas Department of Labor does not discriminate on the basis of disability in employment or in the admission or access to, or treatment or employment in, its programs, services, or activities. Becky Bryant, Arkansas Department of Labor, 10421 West Markham, Little Rock, Arkansas 72205-2190, (501) 682-4540 (voice) 1-800-285-1131 (TDD) email becky.bryant@arkansas.gov has been designated to coordinate compliance with the non-discrimination requirements contained in 28 CFR 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.