

ARKANSAS DEPARTMENT OF HUMAN SERVICES

STATE INSTITUTIONAL SYSTEM BOARD

DHS/ Donaghey Plaza South
Conference Room 5368
700 Main Street
Little Rock, AR 72201

July 12, 2012

Members Present: Stephen Foti, Vice Chairman
Dianne Thomas, Secretary
Micheal Burden
Doug Kidd

DHS Staff Present: Steve Jones, Deputy Director, Department of Human Services
Ron Angel, Director, Division of Youth Services
Doyle Young, Program Administrator, Division of Youth Services
Breck Hopkins, Office of Chief Counsel
Jennifer Gallaher, Director, DBHS
Julie Meyer, Policy Analyst, DBHS
Eddy Boyd, Interim Maintenance Director, DBHS
Jay Hill, Facility Director, Arkansas Health Center
Cindy Fulton, Division of Youth Services

Non-DHS Staff: Evie Blad, Arkansas Democrat-Gazette

Mr. Stephen Foti, Vice Chairman, called the meeting to order at 1:30 p.m.

Mr. Foti thanked everyone for coming.

Ms. Jennifer Gallaher, Director of the Division of Behavioral Health (DBHS), introduced herself and apologized for not attending the previous SIS Board meetings. Mr. Foti thanked her for coming and stated a lot of the decisions made in the meetings affect DBHS and they were grateful for her input.

APPROVAL OF MINUTES FROM APRIL 12, 2012 MEETING

Mr. Micheal Burden made a motion for the minutes of April 12, 2012 meeting to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.

Ms. Jennifer Gallaher stated one of the members of the Arkansas State Hospital (ASH) Advisory Council, Ms. Dianne Thomas, is also on the SIS Board. Ms. Gallaher requested Ms. Thomas to continue on the ASH Advisory Council even though her term has expired. Ms. Gallaher stated Ms. Thomas has been a great help on the Board. Ms. Bonnie Coates has been selected to replace Ms. Thomas on the ASH Advisory Council and will have to travel over 300 miles each month for the meetings. Mr. Foti stated the SIS Board has a rotation schedule and Ms. Thomas would be the Vice Chairperson next year. Mr. Foti stated he would leave it up to Ms. Thomas and Ms. Coates to work it out and suggested one could be the backup for the other one.

DIVISION OF BEHAVIORAL HEALTH SERVICES REPORT (DBHS)

The Division of Behavioral Health Services (DBHS) Quarterly report had been previously distributed and is attached to the meeting minutes.

Ms. Gallaher stated ASH has gone through some Administrative changes and Mr. Glenn Sago is no longer with DBHS. Ms. Gallaher stated their big push right now is recruitment for a Maintenance Director. Ms. Gallaher introduced Mr. Eddy Boyd, Interim Maintenance Director for DBHS and Ms. Julie Meyer, Policy Analyst for DBHS.

ARKANSAS STATE HOSPITAL (ASH)

Mr. Eddy Boyd, Interim Maintenance Director, presented the report for ASH.

New Roof for Forensic Administration & Visitation:

Mr. Boyd reported ASH will replace the roof on the Forensic Administration & Visitation Building using monies from the Governor's office. The project estimated cost was \$343,790. ASH is waiting for bond and contract signatures. The scheduled start date is July 17, 2012.

Forensic Bathroom:

The suicide prevention fixtures for the Forensic bathroom plans have been sent to the Arkansas Building Authority (ABA) for review.

Forensic Activities Center Gym Flooring:

The flooring in the activities center has been in place since 1990 and the carpet is worn out. The activity floor and surrounding offices consist of 8,000 square feet. The 6,000 square foot gym floor will be covered with a 10 mil rubberized covering with an estimated cost of \$83,540. The 2,000 square feet of office and classroom space will be covered with VC tile with an estimated cost of \$7,000. This new floor will make it safer for patients to use the facility. The money will be provided by the Governor's office. A job walk through for all contractors was scheduled for July 3, 2012 and the bid openings were opened on July 11, 2012. A contractor has been selected and we are waiting on the bond and contract signatures.

Audio Visual Camera System:

Mr. Boyd reported currently they have the old DVR security system with no audio and have plans for an audio/visual camera security system. ABA has approved the plan review and we

are waiting on the approval process. Ms. Gallaher stated the new system will help with performance improvement and as a teaching tool for nursing and others when an incident occurs.

New Flooring for Units 3, 5 and 6:

Mr. Boyd reported they have decided to repair the existing floors in Units 3, 5 and 6 instead of installing VCT tile over it as was previously decided. The floors are terrazzo and can be grinded down and polished. It was decided to use the \$160,000 on other projects. The proposals are still to be reviewed by the architects.

LITTLE ROCK COMMUNITY MENTAL HEALTH CENTER (LRCMHC)

Mr. Breck Hopkins presented the report for LRCMHC.

Mr. Hopkins reported a six (6) year lease was signed and entered into on June 1, 2012 through June 30, 2018. The lease has a public advantage with Lessee taking on all responsibilities for operations and maintenance. Mr. Micheal Burden asked if the lease would be monitored and Mr. Hopkins stated it would be.

ARKANSAS HEALTH CENTER (AHC)

Mr. Jay Hill, Facility Director, presented the report for AHC.

Building 80 Flooring:

Mr. Hill reported The Willow Court dining room floor has been replaced with 12-inch ceramic tile. The new floor has not shown any signs of water damage and gives every indication the foundation dampness is under control. The Maintenance Department is currently working on the Maple Court porch area and will then start the Maple whirlpool room. The Oak and Cedar bathing areas are scheduled to begin after July 1, 2012. Mr. Hill stated they were going to continue to pump the excess water from under the building and keep it as dry as possible.

Water Line Easement:

The construction of a new Harp's Supermarket across from AHC has caused a broken 8-inch water line from the Saline River pump station to the facility's water treatment plant. Although the construction company was provided a survey of the acquired property, they failed to recognize a 20 foot easement owned by AHC. The line was broken and repaired the same day by the construction company. It was then determined the new store was to be built on top of the existing water line. A request and all necessary legal documents were sent to DHS to relocate the easement, at Harp's expense, to another area of their property. This request was granted and the easement was relocated without interruption of water service or delays in the construction schedule.

Building 16 Generator:

A replacement generator for Building 16 was installed on June 22, 2012. This generator will supply emergency power to Building 16. The existing generator is no longer reliable. The new generator will be more cost efficient and maintenance free. It will also ensure the facility's alarm panel housed in Building 16 and remain operational in the event of a power outage.

Building 26 Roof Replacement:

At the April 12, 2012, SIS Board meeting, approval was granted to AHC to make repairs to the Building 26 roof when deemed necessary. The roof is currently leaking and AHC scheduled bidders to examine the structure and give quotes. The roof will be replaced with an estimated cost of \$19,800. If water problems persist with the building's walls and the tuck point work is required after the roof replacement, the estimated cost will be \$189,000.

ARKANSAS SERVICES CENTER – JONESBORO

Ms. Gallaher reported the Arkansas Building Authority (ABA) reports the second formal bid to sell the Arkansas Services Center property advertisement ran in both the Arkansas Democrat-Gazette and the Jonesboro Sun for four Sundays and four Wednesdays during the month of April, finishing on May 2, 2012. The bid date was set for 2:00pm, Thursday, July 12, 2012.

Mr. Micheal Burden made a motion for the DBHS report to be approved. Mr. Doug Kidd seconded the motion. Motion was passed.

DIVISION OF YOUTH SERVICES REPORT (DYS)

The Division of Youth Services (DYS) quarterly report had been previously distributed to the Board and is attached to the minutes.

Mr. Ronald Angel asked the Board if they wanted DYS to continue to send them emails on emergency facility major expenses that have to be taken care of immediately. The Board asked all emails to be directed to the Chairperson and he/she would decide if the rest of the Board should be contacted.

Mr. Angel reported Consolidated Youth Services (CYS), who operates our Colt Juvenile Treatment Center and the Harrisburg Juvenile Treatment Center, scored 100% perfect scores during recent inspections and re-certification visits by the American Correctional Association (ACA). These inspections occur every three (3) years and cover programming (treatment), documentation of services, and physical plant conditions. This has been a cooperative effort between DYS, CYS and the youth who live at both facilities. The youth take part and manage their living environments as part of their treatment. They are taught to be proud of where they live and they have learned this very well.

Mr. Angel reported at this time Mr. William Ketcher, DYS Construction Manager, has completed all but two (2) of the quarterly facility inspections. These inspections continue to be a positive activity that allows DYS to be more proactive with facility maintenance activities.

Mr. Angel stated DYS went to the Department of Education and received Federal funding to increase the data capabilities at all of our facilities. We were having problems with the slow computer connections in the classrooms. Additional T-1 lines were installed and we doubled and in some places tripled the capabilities at our facilities. We are preparing for the virtual high school this fall semester and are installing the Plato system which is an educational system that is

good for remedial work for our juveniles. Mr. Angel reported there was no cost to the State; it was Federal dollars that paid for it.

Mr. Doyle Young presented the DYS report.

DYS Plans for State Fiscal Year 2013:

Mansfield:

Mr. Young reported we continue to be heavily involved with corrections of warranty issues with the new facility at Mansfield. The facility continues to have high water bills and water continues to flow through the drain and sewer when all water is shut off. This also continues to interfere with getting final licensing for the sewer treatment plant. We will also work on the valve that controls the discharge of water from the lake. The valve is about 30 feet below the surface of the lake and will require divers that specialize in underwater engineering to investigate the cause and recommend a repair. The last item is to ask the engineers to develop a plan for demolition of the unused buildings on campus.

Colt/Harrisburg:

At the end of July the Division will enter into a small contract to oversee the re-roofing of the older buildings at both of these facilities. As mentioned previously these roofs are aging and will become a problem if not replaced.

DYS Facility Reports:

Arkansas Juvenile Treatment and Assessment Center:

Whitley Flooring completed the remodel and retiling of the showers in Cottage 1, \$6,724.

Treadway Electric Supply updated the outside lighting throughout the campus, \$8,050.

V's Construction provided material and labor to install two vanity cabinets, counter tops and counter bases in Cottage 1, \$2,834.

Southern Star provided 5 yards of concrete for Building 5, \$470.

Treadway Electric Supply provided ASCO Series 300 auto power transfer switch in Building 5, \$3,288.

B&K Electric provided material and labor to install owner provided automatic transfer switch for the generator in Building 5, \$2,486.

RP Power moved the existing generator to owner supplied pad, serviced and tuned up the generator in Building 5, \$4,215.

V's Construction relocated the office panels from Building 5 to Building 4 to create three offices, \$1,171.

RP Power provided and replaced the controller PC Board in Building 5, \$1,412.

Due to a dump truck pulling a trailer running into the back fence and tearing down 200 feet of it, the following expenses were incurred:

Emergency fence repair by United Fence, \$4,974.00

Additional emergency fence repair by United Fence, \$1,827.

The electrical inspection related to the emergency fence repairs by B&K Electric, \$643.

Colt Juvenile Treatment Center:

Denver's Refrigeration provided the double oven and four burner stove for the kitchen, \$3,895.

Powerhouse Electric replaced the sewer lift station pump, \$3,742.

Dermott Juvenile Correction Facility:

Barham's Heating and Air replaced the Trane condenser with a new R-22 5 ton system in the Administration Building, \$2,561.

Dermott Juvenile Treatment Center:

Klaser Construction provided the labor and material to repair/replace the door hardware in Building 4, \$4,578.

Klaser Construction provided the labor and material to repair/replace doors and hardware in the Dormitory buildings, \$5,395.

Mansfield Juvenile Treatment Center:

WestArk Plumbing & Drain repaired the stuck valve in the sew treatment plant, \$590.

WestArk Plumbing & Drain repaired the leak in the sewer settling pond dam, \$2,488.

Advance Cabling installed additional switches, voice and cable data lines, \$4,859.

Mr. Young stated in the next quarter we will continue to do some work on the buildings at our AJATC facility. Also at the Dermott facility, we need a walk gate next to the sally port. Currently there is no way for pedestrians to enter and the gate can be electronically controlled. We have put it in our budget for this year.

Mr. Doug Kidd made a motion to approve the DYS report. Mr. Micheal Burden seconded the motion. Motion passed.

NEW BUSINESS:

Mr. Young requested approval from the Board to replace the damaged fence at the AJATC facility when we receive the money from the truck driver's insurance company.

Mr. Micheal Burden made a motion to approve replacing the damaged fence at AJATC when the insurance money is received. Ms. Dianne Thomas seconded the motion. Motion passed.

Mr. Micheal Burden spoke to Ms. Jennifer Gallaher and requested they also contact the SIS Board Chairperson when there are emergency major repair expenses at the DBHS facilities. Ms. Gallaher agreed.

NEXT MEETING:

The next meeting will be on Thursday, October 11, 2012, at the Harrisburg Juvenile Treatment Center, 1800 Pine Grove Lane, Harrisburg, AR. Lunch will be served at 12:00 pm, followed by the meeting. The Colt Juvenile Treatment Center will also be visited by the Committee.

Mr. Micheal Burden made a motion to adjourn the meeting. Ms. Dianne Thomas seconded the motion. Motion passed and the meeting adjourned at 2:15pm.

Respectfully Submitted:

Dianne Thomas, Secretary

DRAFT