

**ARKANSAS DEPARTMENT OF HUMAN SERVICES  
STATE INSTITUTIONAL SYSTEM BOARD**

Division of Behavioral Services  
Arkansas State Hospital  
305 South Palm Street  
Little Rock, AR 72205

October 17, 2013

Members Present: Clara Ferron, Chairperson  
Stephen Foti, Vice Chairman  
Micheal Burden  
Doug Kidd  
Dianne Thomas  
Don Purcell

DHS Staff Present: Janie Huddleston, Deputy Director of DHS  
Keesa Smith, Deputy Director of DHS  
Breck Hopkins, Office of Policy & Legal Services  
Mike White, Office of Policy & Legal Services  
Kate Bridges, Office of Policy & Legal Services  
Joy Figarsky, Director of Division of Behavioral Health Services  
Jay Hill, Director, Arkansas Health Center  
Pat Sellars, Arkansas State Hospital  
Scottie Leslie, Division of Behavioral Health Services  
Tracy Steele, Director of Division of Youth Services  
Carla Daniels, Personnel/Construction Administrator  
William Ketcher, Division of Youth Services  
Tommy Branch, Division of Youth Services  
Liz Ganahl, Division of Youth Services

Others Present: Tom Grunden, Director, Little Rock Community Mental Health  
Center, Inc. (LRCMHC)  
Rick Fleetwood, Board Chairman of LRCMHC

Ms. Clara Ferron, Chairperson, called the meeting to order at 1:30 p.m.

Ms. Ferron thanked everyone for coming.

**APPROVAL OF MINUTES FROM JULY 11, 2013 MEETING**

**Mr. Stephen Foti made a motion for the minutes of April 11, 2013 meeting to be approved. Mr. Don Purcell seconded the motion. Motion was passed.**

**APPROVAL OF MINUTES FROM SEPTEMBER 4, 2013 TELECONFERENCE**

**Mr. Micheal Burden made a motion for the minutes of September 4, 2013 teleconference meeting to be approved. Mr. Steve Foti 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.

Ms. Carla Daniels, DYS Personnel/Construction Administrator, introduced herself to the Board. She stated she looked forward to working with everyone. Ms. Daniels introduced Mr. Tracy Steele, DYS Division Director; he also stated he looked forward to working with the Board. Mr. Steele thanked the board for their work and support. Mr. Steele continued and introduced Ms. Keesa Smith, DHS Deputy Director. Ms. Smith thanked everyone for the warm welcome and also looked forward to working with the Board.

Mr. William Ketcher presented the DYS report.

Mr. Ketcher reported a major effort has been taken to determine the maintenance issues at all of the DYS facilities and the estimated cost to make necessary repairs. All facility directors were given advance notice of the planned visit and inspection of maintenance items so they could have a prepared list. During the inspection their list was presented and DYS discussed those items that will be an issue in the months and years ahead. This information is to be used for budget requests to the legislature. The data will be presented in the time frames of 1 year, 2 years and 5 years.

**Mansfield Juvenile Treatment Center:**

The repair of the waste water treatment system has been done and is in operation. However the system did not work as planned and after replacing all of the water treatment equipment, it was discovered the condition of the actual water treatment ponds no longer function as intended. This latest work involves draining those ponds, removing and replacing the old sand media with

new and replacing the broken water treatment piping under the sand. Still guided by McClelland Engineers and once completed, the Engineers are scheduled to complete the re-inspection and then set up the final inspection by the Arkansas Department of Environmental Quality (ADEQ).

**Colt and Harrisburg Juvenile Treatment Centers:**

Mr. Ketcher reported noticeable wear and tear and some shingle delamination were starting to show on the approximately 15 year old shingle roofs at these two facilities. Budget pricing is being gathered to re-roof these facilities, involving removal of the existing shingles, repair the bad decking and the re-roofing.

Ms. Clara Ferron questioned what types of shingles were going to be used. Mr. Ketcher reported a 30 pound felt paper, which is required for a 30 year roof guarantee, would be put down, then heavy 240 pound shingles. Ms. Ferron wondered if DYS was getting any metal roof estimates. Mr. Ketcher stated a metal roof is twice the price of a shingle roof. Mr. Micheal Burden suggested getting a metal roof cost estimate. Mr. Burden stated even though it might be twice the price, they still last longer than shingles. Mr. Ketcher stated he would get the metal roof and shingle roof estimates.

**DYS Facility Reports:**

**Arkansas Juvenile Treatment and Assessment Center:**

The replacement and reprogramming of the bad Enunciator panel for the alarm system in the Admin Building has been completed by Simplex Grinnell - \$547.50.

The inspection and service of the fire safety dampers has been completed by Simplex Grinnell - \$1,366.56.

The replacement of a Clean Agent extinguisher for computer equipment and servers in the Records Building has been completed by Simplex Grinnell - \$602.25.

The replacement Governor Control and installation of the program harness on the generator at the Medical Building has been completed by RP Power - \$2,406.81.

The replacement of the ATS controller on the generator at Cottage 1 has been completed by RP Power - \$3,741.62

The replacement of the voltage regulator on the generator at Cottage 1 has been completed by RP Power - \$1,908.59.

The testing and certification of the backflow preventer assemblies has been completed by Gary Rowland Plumbing - \$273.75.

A completed electronic lead detection to reveal a leak in the hot water system by the Wings Building has been completed by American Leak Detection - \$438.00.

The repair of the broken water line by the Wings Building has been completed by Chris Dyer Plumbing - \$895.25.

The replacement of the Elkay 8 gallon, barrier free, water fountain in the Medical Building has been completed by Southern Pipe & Supply - \$438.94.

The replacement of a 7.5 ton A/C unit and 2 furnaces by Building 11/Cottage #3 has been completed by J&B Supply - \$4,839.66.

The replacement of the burned disconnect switch on an A/C unit has been completed by B&K Electric - \$1,738.86.

The installation of a new RUUD 7.5 ton split system for Building 11/Cottage 3 has been completed by Universal Mechanical - \$1,314.00.

The repair of 3 backflow preventers in Building 19 and Building 4 has been completed by Simplex Grinnell - \$690.90.

**Colt Juvenile Treatment Center:**

The yearly pest control has been completed by Circle M - \$840.88.

The installation of a heat pump has been completed by Cummings Heating & Cooling - \$5,370.75.

**Dermott Juvenile Correction Facility:**

The replacement of a 3.5 ton condenser in Bravo Dorm Westside has been completed by Barham's Heating & Air - \$2,409.01.

The reinstallation of the lift station pump has been completed by Mark Doss - \$2,079.40.

**Dermott Juvenile Treatment Center:**

The replacement of a 2.5 ton condenser in the Vo-Tech Building has been completed by Barham's Heating and Air - \$1,971.00.

**Mansfield Juvenile Treatment Center:**

The delivery of 2 loads of gravel has been completed by Ralph Pyles - \$387.90.

The replacement of the compressor in HVAC unit outside of Boys Bungalow 1/Building 3 has been completed by Blaylock Heating & Air - \$3,167.85.

The repair of the air relief valve on the water main for the fire protection system has been completed by Couch Excavating - \$1,065.00

**Mr. Micheal Burden made a motion to approve the DYS report. Ms. Dianne Thomas seconded the motion. Motion passed.**

### **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.

### **ARKANSAS STATE HOSPITAL (ASH)**

Mr. Pat Sellars presented the report for ASH.

#### **Non-Ligature fixture in Gym:**

The lavatories and faucets in the ASH gym have been replaced with non-ligature fixtures. The faucets were purchased approximately two years ago in anticipation of the changes recommended by the Joint Commission.

#### **Materials Management Building Roof:**

The Materials Management Building roof has continued to worsen. An estimate to install a membrane roof over the existing roof as a stop gap measure has been submitted to finance for consideration. The membrane is estimated at \$50,000; however there is no warranty and the expected life of the membrane is five years or less due to the conditions below the membrane. The cost of replacement of the entire roof is \$250,000 which includes asbestos abatement and it is on the list for Capital Improvements.

#### **Water Loop Pumps:**

We are considering the purchase of a back-up hot and chilled water loop pump for the ASH building. Currently, should one fail, it would be one to two weeks to obtain a replacement or replacement parts. These are critical operational pumps for patient comfort.

#### **Floor Tile Unit 4 Upper:**

In Unit 4 Upper, Pod B tile was installed to replace the old carpet and to facilitate Social Service's move as a result of the new Coordinated Care Center (CCC) at a cost of \$3,898.00.

#### **Locks:**

Numerous lock changes to the facility as a result of the moves to facilitate the CCC at a cost of \$1,048.00.

**Telephones:**

Moves, additions, and changes to the telephones directly related to the CCC are currently costing \$4,501.49.

**Vinyl Composition Tile:**

Upon approval, new vinyl composition tile (VCT) will replace the carpeting in the day rooms and nurses station on Units A, B and C.

**ARKANSAS HEALTH CENTER (AHC)**

Mr. Jay Hill presented the report for AHC.

**Energy Conservation Measures:**

Mr. Hill reported a preconstruction meeting was held on September 4, 2013 at AHC. Schneider Electric was present to discuss energy upgrades to designated buildings. Work began on Building 7 with new windows installed on September 16, 2013. This phase of the project is expected to last two weeks. The upgrades on lighting on Building 80 will start on September 30, 2013, beginning with Pine Court. Contracts for improvements to Building 80 HVAC system will be awarded by month's end. Energy savings are projected to pay for cost of improvements over a period of five to twenty years, depending on the scope of improvement.

**Cottage Lane:**

Cottage 9: AHC maintenance has completed the sheetrock work, installing cabinetry and other finish work. We are waiting for the window replacement contract to be released by the end of this month. We are hoping to start the window replacement by mid November and it should not take more than 3 days.

Cottage 12: Waiting asbestos abatement for remodeling; to be staff housing, replacing Cottage 8. Cottages 1, 2, 3, 4, 6 and 7: Floor plans have been sent to Arkansas Building Authority (ABA) for final approval. Schneider Electric will begin work as soon as the plans are released. Major adjustments are being made to widen doors, where possible, to 40 inches to allow for evacuation of residents in beds.

**Emergency Power:**

Clifford Power has installed a generator to provide emergency power to Cottage Lane to meet the Office of Long Term Care (OLTC) requirements.

**Water Plant Operation:**

Water is being run straight from the river because the PH in the reservoir water is still too high and water is not treatable in the reservoir. Three (3) different engineers have evaluated the reservoir problem in the past month. All of the engineers have recommended an aeration system be installed to help provide better water quality and also to prevent the algae bloom from reoccurring; repairs to levy and the replacement of filter media; replacement of 8" line to river pumps and various structural equipment improvements with the water plant itself. The reservoir aerator has been installed and the flow meter has been attached to the feed line. The flow meter

is a new requirement by the Health Department and will measure the amount of water transferred per minute at a cost of \$19,000.

**SALE OF GEORGE W. JACKSON JONESBORO PROPERTY:**

Mr. Breck Hopkins reported at the last SIS Board meeting the Jonesboro City Power, Light and Water made an offer and after additional negotiating, a counter offer was made of \$1.3 million but the deal fell through and the city backed out. The Arkansas Building Authority (ABA) has re-advertised the property and within the past 48 hours we have received a 1.6 million dollar bid. Mr. Hopkins stated he would like the Board's approval to proceed with the sale of the building.

**Mr. Micheal Burden made a motion for DHS to proceed with the sale of the George W. Jackson Property in Jonesboro, AR, to sell for \$1.6 million. Ms. Dianne Thomas seconded the motion. Motion was passed.**

**Mr. Micheal Burden made a motion for the DBHS report to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.**

**NEW BUSINESS:**

**Arkansas Veteran's Home:**

Mr. Jay Hill gave the report for Ms. Cissy Rucker, Director of Veterans Affairs. Mr. Hill reported they are in the process of constructing a veteran's home with a cottage layout, to replace the home in Little Rock that closed over a year ago. The new home would be a combination of assisted living, skilled nursing and hospice. It will have approximately 100 beds, licensed under the Office of Long Term Care and they are leaning towards contract management of that home. Ms. Rucker has sent out a Request for Information (RFI) to build the facility. Mr. Hill stated one of the areas they are looking at is the Arkansas Health Center. There are several criteria that must be met and one is they need at least 20 acres for construction. Ms. Rucker asked if AHC would partner with them for the construction of their nursing home next door to the AHC. Mr. Hill stated because they are in the same industry, they felt there would be a lot of opportunities to benefit from services. Mr. Hill reported they have looked at several sites and 33 numerous proposals to the Veteran's Taskforce in the initial phase and want to keep it in central Arkansas. Mr. Hill reported the areas they are concerned about are access to workforce proximity to the VA hospital, the compatible uses of the site, neighborhood environment, a quiet neighborhood, adequate utility infrastructure as well as environmental factors, hazards, noise, and any kind of zoning issues they may encounter and community support. Mr. Hill reported Haskell was one of the towns they were really attracted to for safety and security. Mr. Hill reported they have asked us to consider 25-27 acres of wooded area behind the park, on AHC's property which is not use.

Mr. Burden questioned if it would be a long term lease like the State does with other properties. Mr. Hill stated yes. Mr. Foti expressed his concern about the amount of employable people in

the area and would AHC be able to maintain their workforce when another facility would also be looking for employees. Mr. Hill stated it was a concern but if the facility was run by the state, we would all be on the same grade system. His concern would be if the facility was under contract management they could set their salaries higher. Mr. Burden stated AHC could stipulate as part of the state long term lease agreement for the VA Home to stay under the state standards and not compete against AHC. Mr. Hill stated he did not feel Ms. Rucker was looking to come in and do harm to AHC. Mr. Hill reported he thought the decision would be made in late November.

#### **DYS- Land Lease at the Dermott Facility:**

Mr. Ketcher requested the approval of the Board to renew the lease of 75 acres of farmland to Dermott Industrial Development Corp, who in turn leases the land for farming. Mr. Ketcher reported DYS gets about \$2,000 a year in lease payments. ABA handles all the leasing details and sometime after the first of the year we will receive a lease to sign.

**Mr. Micheal Burden made a motion for the DYS lease renewal to be approved. Mr. Stephen Foti seconded the motion. Motion was passed.**

#### **OLD BUSINESS:**

##### **Little Rock Community Mental Health Center (LRCMHC):**

Mr. Breck Hopkins presented three (3) handouts and asked the Board to review them. Mr. Tom Grunden presented a handout for LRCMHC, Inc. and asked the Board to review it.

Mr. Hopkins reported that at the last meeting, the SIS Board asked the Department of Human Services (DHS) for a recommendation for going forward in light of the long history of these lease negotiations and the lease status. Mr. Hopkins stated that DHS prepared the recommendations and gave an advance copy to the Chairman of the Board of the LRCMHC. The recommendations were to either terminate the lease or impose the requirements listed in the handout as conditions of continuing the lease.

Mr. Burden referred to the LRCMHC handout, specifically to statements that LRCMHC:

- 1) Cannot comply with the current lease terms;
- 2) Will not renew the lease;
- 3) Believes that the Lessor is not acting in good faith; and
- 4) Wants to stay in the building until December 31, 2014.

Mr. Burden questioned Mr. Grunden about these statements, which Mr. Grunden confirmed. Mr. Grunden stated that his letter was in response to the three page letter he received that morning from DHS.

Mr. Burden stated that the situation with the LRCMHC should have been resolved a long time ago. Mr. Burden objected to the accusation of bad faith, and noted that the SIS Board has been talking about this matter for over a year trying to get the lease issues resolved. Mr. Burden stated the only reason LRCMHC is still in that building is because the Board are concerned about LRCMHC staff and patients.

**Mr. Micheal Burden made a motion for the LRCMHC to move out of the current building by the end of the year since they have already terminated the lease. Ms. Dianne Thomas seconded the motion.**

Mr. Foti asked Mr. Grunden what would be considered an orderly transfer of patients. Mr. Rick Fleetwood, Chairman of the LRCMHC Board, stated that he was hoping to resolve lease issues in a manner beneficial to LRCMHC staff and those that they serve; that LRCMHC spent more than \$168,000 in an effort to make the building safe and conducive to providing services. Mr. Grunden and Mr. Fleetwood stated that the building has deteriorated too much to fix without additional funds to replace the roof and the HVAC system. Mr. Grunden stated that LRCMHC always intended to pay the utilities, but that the amount of the bill changed every time LRCMHC requested more details about the utility amounts. Mr. Grunden felt the problem was caused by a lack of communication between DHS and LRCMHC.

Mr. Fleetwood stated that LRCMHC needs until the end of June to transfer services. Mr. Grunden stated that time is needed for an orderly transfer, and noted that LRCMHC's accreditation review will occur soon. Mr. Grunden asked that the lease not terminate until June 1<sup>st</sup> or May 1<sup>st</sup>.

**Mr. Micheal Burden made a motion to amend the previous motion. Mr. Burden made a new motion for the LRCMHC to vacate the current building by April 30, 2014, with the stipulation all utilities must be paid and LRCMHC must maintain the building. Mr. Stephen Foti seconded the motion. Motion passed.**

Mr. Fleetwood stated he was sorry the situation had come to an end like this and thanked the Board members for their consideration.

**NEXT MEETING:**

The next meeting will be on Thursday, January 9, 2014, at 1:30 pm, at the Arkansas State Hospital, 305 South Palm Street, Little Rock, AR.

**Mr. Micheal Burden made a motion to adjourn the meeting. Ms. Dianne Thomas seconded the motion. Motion passed and the meeting adjourned at 2:45 pm.**

Respectfully Submitted:

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Micheal Burden, Secretary