

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

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

January 9, 2014

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

DHS Staff Present: Breck Hopkins, 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  
Carla Daniels, Personnel/Construction Administrator  
Liz Ganahl, Division of Youth Services

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

Ms. Ferron thanked everyone for coming.

**APPROVAL OF MINUTES FROM THE OCTOBER 17, 2013 MEETING**

**Mr. Micheal Burden made a motion for the minutes of October 17, 2013 meeting 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.

Ms. Carla Daniels presented the DYS report.

**Arkansas Juvenile Assessment and Treatment Center (AJATC)**

Ms. Daniels stated DYS has a State of Arkansas fifth lease amendment for the Arkansas Juvenile Assessment and Treatment Center (AJATC) to be signed by the SIS Board Chairperson.

**Colt and Harrisburg Juvenile Treatment Centers:**

Ms. Daniels reported last month Ms. Clara Ferron and Mr. Micheal Burden requested, in addition to the estimate for a shingle roof, to get quotes for metal roofs. The same four (4) roof contractors from that area were contacted. It was discovered two (2) of those contractors were no longer in business. The third (3<sup>rd</sup>) contractor said he would have to look at the buildings again but had not gotten back with us yet. The fourth (4<sup>th</sup>) contractor, Mr. David Vance with Jonesboro Roofing stated since he had previously bid the job using shingles, he was familiar with the facilities. Mr. Vance stated the price of a metal roof depends on the kind and type of metal roof. Mr. Vance stated the re-roofing price of a 30 year guaranteed type quality shingle would cost about \$87,196 and a metal re-roof would be in the \$249,000 to \$332,000 range. Ms. Daniels also stated that kind of detailed specification would have to be developed by an architectural firm and be put out to bid through the Arkansas Building Authority.

**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).

**DYS Facility Reports:**

**Arkansas Juvenile Treatment and Assessment Center:**

The 5 year Hydro Test for 27 refurbished extinguishers has been completed by SimplexGrinnell - \$1,423.50.

The purchase and installation of 5 damper motors has been completed by B&K Electric - \$3,149.22.

The purchase of 22 Lexan panes for Building 7 has been completed by Jones Glass - \$1,220.56.

Cleaning debris off of the west side of the property to improve drainage has been completed by Precision Excavating - \$1,642.50.

**Harrisburg Juvenile Treatment Center:**

The yearly termite contract renewal has been completed by Circle M Termite - \$815.63.

**Mansfield Juvenile Treatment Center:**

The replacement of the heater in the vocation class has been completed by Advance Plumbing - \$1,961.05.

The labor and material for furnishing and installing 11 new shower valves has been completed by Advanced Plumbing - \$4,700.00.

Ms. Daniels reported DYS is continuing with the maintenance process as reported last month by Mr. William Ketcher. Ms. Daniels stated DYS will be submitting a report concerning a 1, 2 and 5 year maintenance plan, after gathering all the information from the facilities. The CFO is going to ask for additional money from the Legislature for these maintenance requests.

**THE DIVISION OF BEHAVIORAL HEALTH SERVICES (DBHS)**

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

**ARKANSAS HEALTH CENTER (AHC)**

Mr. Jay Hill presented the report for AHC.

**Energy Conservation Measures:**

Mr. Hill reported the 100 window replacement project for Building 7 is complete and there is a noticeable difference. A new cooling tower and boilers have been installed in Building 80 and again a noticeable difference. The HVAC automation system for Building 80 is 75% complete. This will allow remote access to heating and cooling issues and the ability to trouble shoot from remote locations. There are some issues with the remote control component and we are not being able to access the network. Some security issues had to be put into place before a new system can be added to the DHS network. Those issues have been resolved and we are getting them into place.

Mr. Hill reported the freezers located in the Central Kitchen have developed critical issues with the entryways. Due to ice buildup on the floor, the foundations have cracked and rendered it impossible to fully close the doors to both subzero freezers, as well as the cooler connected to the main kitchen. Ice builds up near the doors and is causing a slip hazard in the supply hallways. Schneider Electric is developing a proposal for DHS to include the freezer issue with the energy conservation measures and we are just waiting for the green light to go forward with it. The estimated cost for the solution is approximately \$100,000.

**Cottage Lane:**

Cottage 9: Completion of work scheduled for the end of January 2014.

Cottages 1, 2, 3, 4, 6 and 7: Abatements completed. Cline Construction was awarded the contract for interior renovations and work commenced on January 2, 2014 with a 5 month turn around.

Cottage 12: Abatement completed renovations on hold until other units completed. There are no immediate plans for use of this cottage.

Mr. Hill reported the new hurdle is the Data/Voice Cabling wiring for Cottage Lane. DHS network and telephone lines must be added to be compliant with the new electronic medical health record requirements that will be mandated by 2015. The system has to go to 7 individual buildings and it's a fairly lengthy run and then tie into the AHC campus. DHS is working with Advanced Cabling to install copper and fiber optic for telephone and computer use on Cottage Lane. The estimate is approximately \$85,000 to tie into our existing network that we have on the campus. Mr. Hill reported they have an opportunity to tap into some funds that are available for this purpose and have sent in a proposal to Ms. Joy Figarsky, Director.

**Emergency Power:**

Mr. Hill reported following a recent failure of the Building 80 generator, the facility is going to purchase an 11kw generator to install outside Willow court as a standby unit for the vent hallway. This will not be a primary source of power. The main generators were repaired and have run consistently over the last several months. However, should the mains not react as intended during a power outage; the ventilators have approximately 30 minutes of battery backup. This standby generator will allow the facility to avoid an evacuation of vent residents if a similar situation occurs. The project is estimated at less than \$5,000.

**Water Plant Operation:**

Mr. Hill reported a flow meter was recently mandated by the Arkansas Department of Health for our water plant. The equipment has been received and the facility is awaiting the vendor to schedule installation. The aerator for the reservoir has been ordered at a cost of \$19,950. The City of Haskell has indicated they want to continue buying water from us. Mr. Hill reported water is a huge issue in Benton and it will be in our best interest to hang on to the plant.

**Veteran's Home:**

Mr. Hill reported AHC did not make the final cut for the top 3 choices for the selection of the new Veteran's Home site. Mr. Hill stated the top 3 selections were North Little Rock, Jacksonville and Searcy.

**ARKANSAS STATE HOSPITAL (ASH)**

Mr. Pat Sellars presented the report for ASH.

**DBHS Administration Parking Lot:**

Mr. Sellars reported repairs to the DBHS Administration Parking lot will be accomplished as weather permits. A section approximately 20' x 20' will be cut out, the sub-base stabilized, and new asphalt laid with a cost of \$4,900.

**Little Rock Community Mental Health Center (LRCMHC) Upcoming Vacancy:**

Mr. Sellars reported that he has begun planning and preparation for the LRCMHC to vacate the LRCMHC and Fullerton Hall buildings on or before May 1, 2014. When the buildings are completely vacated, the Division of Behavioral Health Services will inspect for hazards and

secure all nonessential systems. At some point the Department will present a plan to the Board for the use or disposition of the property.

Ms. Joy Figarsky reported that she is concerned about safety, transition, and continuity of care for patients served at the LRCMHC and Fullerton Hall. Ms. Figarsky sent a letter to Mr. Tom Grunden, Director, at the LRCMHC, with a copy to Mr. Rick Fleetwood, LRCMHC Chairman of the Board, requesting a patient transition plan. Mr. Tom Grunden sent Ms. Figarsky a letter acknowledging receipt of her letter and confirming that LRCMHC is working on a transition plan.

Mr. Breck Hopkins reported that to strictly carry out the terms of the lease, he prepared a letter for signature by the SIS Board Chairman notifying the LRCMHC that the LRCMHC lease is terminated effective May 1, 2014. Mr. Hopkins noted that the lease is for both the LRCMHC and Fullerton facilities. Mr. Micheal Burden stated that it was clear that the LRCMHC was to move out of both facilities by May 1, 2014. Mr. Burden also stated that he had no objection to the letter, but did not feel anything else needed to be done concerning the termination because at the last Board meeting LRCMHC representatives stated that LRCMHC did not want to continue the lease. Mr. Burden emphasized that the lease was terminated by mutual agreement and that includes both buildings. Other Board members confirmed this understanding.

**Nurses' Station Carpet:**

Carpet in the Nurses' station area on units A, B, and C was replaced with Vinyl Composition Tile (VCT). The carpet was in very bad condition due to rolling chairs. VCT is a far better choice for the area. The cost was approximately \$3,500.00.

**Vinyl Composition Tile (VCT) in Day Rooms:**

VCT was installed in the Unit C Day room. Installation on Units A and B is temporarily on hold because of the sound situation, there is a lot of echoing.

**Water Loop Pumps:**

The purchase of a back-up hot and chilled water loop pump for the ASH building are awaiting approved capital improvement funds. The estimated cost to fit redundant pumps into the existing system is approximately \$25,000.

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

Mr. Breck Hopkins reported the sale of the George W. Jackson Jonesboro property has closed and the proceeds distributed. The DBHS share of those proceeds was slightly over \$800,000. Mr. Hopkins reported that DBHS wants to use the proceeds to purchase electronic health records systems for the Arkansas State Hospital and the Arkansas Health Center. ASH has no system, the AHC system is antiquated and the manufacturer will not support the system after April, 2014. Mr. Hopkins stated that DBHS had no firm prices, but it is virtually certain that the cost will exceed 100% of the sale George W. Jackson facility sale proceeds.

**Mr. Micheal Burden made a motion for DBHS to use the proceeds of \$800,000, from the sale of the George W. Jackson Property in Jonesboro, AR, to install electronic health records systems at the Arkansas State Hospital and the Arkansas Health Center . Mr. Stephen Foti seconded the motion. Motion was passed.**

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

**NEW BUSINESS:**

**DHS SIS Board Stipend and Expense:**

Ms. Ferron reported in accordance with ACA 25-16-901-908, the Board must vote and approve the \$60.00 stipend payment per official meeting attended and expense for meals, travel, lodging and other associated expenses, which are provided to state employees for the members of the DHS State Institutional System Board throughout 2014 while on official business for the State.

**Mr. Micheal Burden made a motion to approve the SIS Board stipend and expense. Mr. Stephen Foti seconded the motion. Motion was passed.**

**NEXT MEETING:**

The next meeting will be on Thursday, April 10, 2014, at 1:30 pm, at the DYS Mansfield Juvenile Treatment Center, 36 Johnnie Cake Road, Mansfield, AR.

**Mr. Micheal Burden made a motion to adjourn the meeting. Mr. Stephen Foti seconded the motion. Motion was passed and the meeting adjourned at 2:05 pm.**

Respectfully Submitted:

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Micheal Burden, Secretary