

ARKANSAS DEPARTMENT OF HUMAN SERVICES

STATE INSTITUTIONAL SYSTEM BOARD

Dermott Juvenile Treatment Center
978 East Gaines Street
Dermott, AR 71638

January 14, 2016

Members Present: Micheal Burden, Chairman
Doug Kidd
Dianne Thomas
James Luker
Nelson Driver

DHS Staff Present: Charlie Green, Director of Division of Behavioral Health Services
Andrew Branch, Division of Behavioral Health Services
Marq Golden, Division of Youth Services
Cathy Shipley, Division of Youth Services
Liz Ganahl, Division of Youth Services

Guests Present: Phyllis Bell, Governor's Office
Rex Morris, Morris & Associates
Tommy Bond, Morris & Associates

Mr. Micheal Burden, Chairman, called the meeting to order at 1:15 p.m.

Mr. Burden thanked everyone for coming.

Mr. Nelson Driver made a motion for the minutes of October 8, 2015, meeting to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.

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 STATE HOSPITAL (ASH)

Dr. Charlie Green presented the report for ASH.

Repave Southeast Parking:

Dr. Green reported the Southeast parking lot is under construction by Tri State Track, Inc. in the amount of \$145,000. Due to the soil and weather, construction may be delayed until spring. The roadway between 7th Street and the parking lot has been paved. Construction is approximately 45% complete.

Construct Egress Sidewalks:

The Joint Commission requires all egress surfaces to be paved and compliant with ADA regulations. This project will provide egress sidewalks on all west exits in the new ASH facility. The engineers estimate was \$95,000 but because the lowest bid was \$166,000, this project is in the rebid process.

Replace Ligature Capable Faucets and Toilets:

This is a Joint Commission mandated project to replace all bladed handle ligature capable faucets with push button non-ligature faucets. There are approximately 115 faucets to replace at approximately \$75,000. This project is being performed by in-house staff. Nearly all of the faucets have been installed. We are waiting on replacement faucets for those that were defective out of the box.

The same applies to approximately 60 toilets. The cost for the toilets will be approximately \$50,000 to complete. This project is under engineering review and will begin as soon as design and bid is complete.

ARKANSAS HEALTH CENTER (AHC)

Dr. Charlie Green presented the report for AHC.

City of Haskell Fire Station Project:

This project has been completed and the station currently houses two trucks. The City of Haskell has vacated the Phillips Fire Station on AHC grounds.

Freezer Project:

The freezer project has been completed and a final walkthrough conducted. There are a few minor issues to resolve, such as gutters for the roof. These were included in the original drawings but omitted by the contractor. We are working through the issue with the roof company for a suitable resolution.

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. Cathy Shipley presented the DYS report.

DYS Facility Reports:

Arkansas Juvenile Assessment and Treatment Center (AJATC):

The fire monitoring by Simplex Grinnell has been renewed for another year, covering from November 1, 2015 – October 31, 2016, - \$4,697.55.

The perimeter fence is being repaired by Benton Fence Company - \$36,001.00.

The Administration Building roof has been replaced by Roberts McNutt - \$101,698.00.

The unstopping of a drain in the Education Building has been completed by Arkansas Hydrojet - \$600.00.

The replacement of expired fire extinguishers has been completed by Simplex Grinnell - \$1,002.37.

Mr. Nelson Driver inquired about the fence and the truck driver. Ms. Shipley reported originally DYS had the wreck on camera and the driver left the scene of the accident. She thought they knew his name and how to contact the driver but he has since moved and the case was now with the DHS attorney. Ms. Shipley stated she did not know if the driver was insured. Mr. Driver reported that information could be obtained through the registration of the vehicle. He felt since the accident was over three years ago we might be past the statute of limitations. Mr. Burden requested she look into property insurance to see if it would cover the cost, see if they know how to contact the driver, and to see if he was insured and report it at the next meeting.

Colt Juvenile Treatment Center:

A water leak in front of the new Education Building has been repaired by Stricklin - \$458.00.

The replacement of sewer wiring and conduit to repair the clog and stoppage of the sewer (originally said was completed by) is being worked on by Powerhouse Electric with an estimated cost of \$2,980.00.

The replacement of cable and conduit to repair the fire alarm system has been completed by Allied Systems - \$4,800.00.

Dermott Juvenile Treatment Center:

The installation of razor wire on potential spots of weakness in the perimeter fence has been completed by Ferrell Fence - \$3,819.93.

Harrisburg Juvenile Treatment Center:

The annual termite contract has been renewed covering the period of December 1, 2015 – November 30, 2016 - \$1,087.50.

The sewer pumps out to determine the clogging problem has been completed by Hedges, Inc. - \$550.00. The pump was determined to be unrepairable and a new pump was installed by Hedges, Inc. - \$3,506.00

Mansfield Juvenile Treatment Center:

The replacement of the propane hot water heater in the boy's dorm has been completed by Fort Smith Winsupply - \$5,361.09.

Mr. Jim Lukas stated he is familiar with most of the facilities and he felt all of them were close to being forty (40) years old. Mr. Lukas asked Dr. Green about the general assessment that was done by the Division of Building Authority (DBA) for the state operated Arkansas Human Development Centers. Dr. Green stated they were pretty thorough in their assessment. Mr. Driver questioned what was needed to request DBA do an assessment on the DBHS and the DYS facilities. Dr. Green stated in order for the Board to request it, they would have to make a motion on it.

Mr. Nelson Driver made a motion for DBA to do an assessment on all of the DBHS and the DYS facilities to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.

Mr. Nelson Driver made a motion for the DBHS report and the amended DYS report to be approved. Ms. Dianne Thomas seconded the motion. Motion was passed.

NEW BUSINESS:

Colt Juvenile Treatment Center:

Cable and Conduit Replacement:

Mr. Driver recommended rebidding the project of the cable and conduit being replaced in six (6) buildings for the fire alarm system to work properly since Allied Systems has not done any of the work. Ms. Shipley reported they have been warned verbally but nothing has been sent to them in writing. When questioned, Ms. Shipley reported they do put a deadline on the bids and this company was 20 days past the deadline. Dr. Green stated there is a process for this in state procurement. A letter has to be sent warning them they were going to receive a dispute resolution and the project would be re-bid. Ms. Shipley stated DYS had just started investigating this process. Mr. Burden recommended DYS proceed with the process of dispute resolution.

Roofs:

Ms. Shipley reported the roofs on four (4) main buildings, as well as one (1) smaller storage building, need replacing due to leaks and prior repairs that cannot be repaired again. The roofs are in excess of 20 years old. The roof repairs were previously approved for \$25,000, pending the engineer report, in April of 2015. After the engineer report, the total cost of the replacements will be \$35,235. DYS is requesting approval for the additional \$10,235 needed for this project.

Mr. Driver questioned if they were composite shingles. Ms. Shipley reported they were asphalt shingles and they would be stripping off the old roof. Mr. Driver questioned why we were going back to asphalt shingles versus a metal roof. Ms. Shipley stated the cost difference; a metal roof is twice as much as a shingle roof.

Mr. Doug Kidd made a motion to amend the previous cost of the roofs at \$25,000 and to approve the current cost of \$35,235. Mr. Nelson Driver seconded the motion. Motion was passed.

Mansfield Juvenile Treatment Center:

Ms. Shipley reported the sewer project at Mansfield has been previously approved for \$478,955. After securing bids and re-evaluation by the architects and engineers, it has been determined the project cost will be \$111,250 higher, making the total cost of the project at \$590,205, for Phase I of the project which is laying new lines. Ms. Shipley stated until the contractor gets into the replacement of the lines, we cannot be absolute certain of the cost. Approval for the additional cost is being requested.

Mr. Burden questioned why the old pipe lines weren't addressed when the new facilities were being built. MS. Shipley stated she did not know for sure but they had been a problem before the new facilities were built.

Ms. Shipley introduced Mr. Rex Morris and Mr. Tommy Bond, both of Morris and Associates. Mr. Morris reported this facility was built in 1969 by a church group and the state acquired it from them. After reviewing the situation, the facility was getting 3-4 times the flow that it should get from the system. He stated you should be getting around 6,000 gallons a day but you are getting 18,000 gallons a day. That drives the design of the treatment plant so you have to build a treatment plant that's 2-3 times too big. We suggested to fix the sewer line, contain what the flow is, and then design a new plant to match the flow. We are hoping to reduce the flow

drastically by replacing the 40 year old lines. We are also going to build a new spillway so the overflow doesn't flood the sewer treatment facility.

Mr. Nelson Driver made a motion to increase the current cost by \$111,250 to finish Phase I to be approved. Mr. Doug Kidd seconded the motion. Motion was passed.

Mr. Marq Golden reported in the future all of the contracts, for all of the facilities, will have to create a monthly inspection report. DYS is hoping this will be more pro-active rather than re-active approach regarding the repairs at the facilities. Mr. Golden also stated the assessment from DBA will provide a master plan and will also be a big help in preparing the budget for large expenses.

After being questioned about the budget, Dr. Green reported the state budget is on the Department of Finance and Administration website. He said DHS gets the full sum budget, then it is divided into each division and each division divides their own budget. He reported if you saw each division's budget you would see the appropriation for general improvement fund but not any money. Each division would turn in a list of projects to the governor's office and he would decide which projects would be funded.

SIS Board Stipend and Expense:

Mr. Burden reported in accordance with ACA 25-16-901-908, the Board authorizes the \$60.00 stipend payment per official meeting attended and expenses 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 2016 while on official business for the State.

Mr. James Lukus made a motion to approve the stipend and travel expenses. Mr. Nelson Driver seconded the motion. Motion was passed.

NEXT MEETING:

The next meeting will be Thursday, April 14, 2016, at 12:00 p.m. at the Arkansas Health Center in Benton, AR. A tour of the facility will take place following the meeting.

Mr. Micheal Burden made a motion to adjourn the meeting. Mr. Nelson Driver seconded the motion. Motion was passed and the meeting adjourned at 2:45 p.m.

Respectfully Submitted:

Dianne Thomas, Secretary