

ARKANSAS DEPARTMENT OF HUMAN SERVICES

STATE INSTITUTIONAL SYSTEM BOARD

Arkansas State Hospital
305 South Palm St.
Little Rock, AR 72205

January 12, 2017

Members Present: Micheal Burden, Chair
Dianne Thomas
Nelson Driver
James Luker
Brett Chumley

DHS Staff Present: Charlie Green, Director of Division of Behavioral Health Services
Scottie Leslie, Division of Behavioral Health Services
Keesa Smith, Deputy Director of DHS
Betty Guhman, Director of Division of Youth Services
Marq Golden, Asst. Director of Division of Youth Services/Residential
Cathy Shipley, Division of Youth Services
Ricki Martin, Division of Youth Services
Ferrel Sherae Watkins, Division of Youth Services
Jim Brader, Office of Chief Council
Pat Sellers, Division of Behavioral Health Services
Jay Hill, Division of Behavioral Health Services

Mr. Micheal Burden, chairman, called the meeting to order at 1:00 p.m.

Mr. Nelson Driver made a motion to approve the minutes of the October 13, 2016 meeting; Jim Luker seconded the motion. Motion approved.

DIVISION OF BEHAVIORAL HEALTH SERVICES REPORT (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)

Mr. Pat Sellers, DBHS, presented the Arkansas State Hospital (ASH) report.

Sound Attenuation in Group Therapy Rooms:

All of the sound attenuation in the dorms has been completed.

Reroofing of the Maintenance and the Courthouse:

All of the roofing and maintenance have now been completed.

Replacement of fire dampers in buildings 3 and 4:

All of the replacements have been completed and have been verified by the Fire Marshall.

Replacement of ligature capable toilets:

Division of Building Authority (DBA) has a design for toilets that are in compliance. They are long in the design phase. All of the faucets have already been replaced, but the toilets still have ligature issues. Mr. Driver inquired as to why these toilets were placed in a psychiatric facility if they went through all the proper agencies. Mr. Driver also inquired how long this has been in process. Mr. Sellers stated that so far it has been eight months. Mr. Driver inquired how long ago these toilets were noticed to be out of compliance. Mr. Sellers stated it has been two and half years, and you can see the trap that goes into the wall, which you can get a ligature around and commit suicide, as they are 30 inches off the ground. Mr. Luker inquired if it would be easier just to cap the exposed traps, and would like to know an estimated cost for capping the toilets. Mr. Sellers stated that he could find out for the Board. Mr. Luker inquired to whether there had been any issues thus far with the toilets. Mr. Sellers said as far as sentinel events, no not yet, but this a compliance standard and we must comply with all standards. If something was to happen, the State and DBHS would be liable. Mr. Luker would like Mr. Sellers to contact DBA and find out why this has been delayed so long. Also, someone needs to oversee what is being done. Mr. Sellers stated that Richard Austin does come out once a month. Mr. Luker said it has been going on too long and it is a waste of money. He also stated that he agrees that standards have to be met.

Mr. Nelson Driver made the motion to table the issue of ligature capable toilets; Ms. Dianne Thomas seconded the motion. Motion approved.

Dr. Green informed the Board that Steve Henson the Chief Operating Officer at the Arkansas State Hospital has resigned. A replacement for a new COO is in process.

Arkansas Health Center (AHC)

Jay Hill of DBHS presented the report for the Arkansas Health Center (AHC).

Building 7 Tuck Point and Weather Proofing of Brick Exterior:

Mr. Hill stated that Building 7 is experiencing several leaks through the walls which have caused damage to interior ceilings and walls. The building's mortar is compromised in several locations and is a continual problem for upkeep of walls and ceilings. The current roof is intact and under warranty. An inspection of the roof revealed that the water is not penetrating there. The project will consist of the installation of 6 inch metal fascia connected to the existing roof membrane and stone cap. The remaining exposed mortar will be sealed to prevent further water leaks and interior damage. The project's estimated cost is \$265,000.

Mr. Brett Chumley made the motion to approve the repairs to Building 7 at AHC; Ms. Dianne Thomas seconded the motion. Motion approved.

Ms. Thomas questioned why the cottages at AHC are not being used. Dr. Charlie Green stated that AHC does not have enough positions to staff the cottages. He said it would be nice to put people in those small settings, but AHC has not been able to do so. Ms. Thomas noted that money could have been put into staffing instead of empty buildings.

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. Betty Guhman, Director, Division of Youth Services (DYS) presented the report regarding the transition of DHS.

State takeover of DHS Facilities (excluding AJATC):

Ms. Guhman stated that on December 16, 2016 the contract from an out of state provider went before the legislative committee and they would not review. The House approved; however, the Senate did not. Governor Hutchison was concerned whether there would be emergency procurement. DHS/DYS will take over the facilities for six months and then put out a bid to private agencies. The 260 plus employees were hired as extra help DHS employees and offered state benefits. The state sponsored benefits are more expensive, so many employees are concerned with less take home pay. Mr. Burden asked if they lost any employees. Ms. Guhman stated that a few were lost due to leaving with the current program, not wanting to be a state employee and less than 10 failed drug or background tests before January 1, 2017. Currently all food, supplies, vehicles, uniforms and therapy are being supplied by DHS. In the process of doing a hard look at the facilities, Jay Hill has come in to help. Marq Golden has taken over as point; however, he is in need of more staff. The facilities are all now under state guidelines, and Cathy Shipley has been working with the facilities to get whatever they need. Mr. Burden asked about the financial burden of this transition. Ms. Guhman stated that if they go a year under state control, they could max out, but it will be a new fiscal year so that will ease some burden. Mr. Burden stated that this has happened more than once, and the goal is to make the expenses smaller. He wanted to know why AJATC was not affected by this. Keesa Smith stated that AJATC has been run by the same individuals for quite some time and they have always been up

to par. Mr. Luker stated that the Board's responsibility is to make sure that the facilities are being run correctly, it doesn't matter who is running the facility, and the Board is the oversight. Mr. Burden wanted the record to state that he is happy with the DYS transition.

DYS Facility Reports

Ms. Cathy Shipley, DYS, presented the report on the DYS facilities.

Arkansas Juvenile Assessment and Treatment Center (AJATC):

The slab under the Education Building is still an issue; however, plans are being finalized for repair. Mr. Luker would like to get all documentation regarding the problems with Education Building. He would like to know who is liable for the problems with the building and would like it on the agenda for the next quarterly board meeting. Ms. Shipley stated that the issue started right after the warranty lapsed and the State could have some liability due to oversight. The roofing on Buildings 2 and 3 is almost complete.

Dermott Juvenile Treatment Center (DJTC):

The storm damage repairs that were previously approved are still being worked on. There is a quote and the expected completion date is March 2017. The installation of state of the art fiber optic data cables was completed by Staley Electric- \$5000.

Harrisburg Juvenile Treatment Center (HJTC):

The generator will still need to be replaced, this has been previously approved. The insulation of vent diffusers to prevent condensation on the ceiling tiles in the education building has been completed by Stokes Insulation- \$2100. The installation of fiber optic data cables was completed by Staley Electric- \$7000. The renewal of the annual termite treatment, since much of the facility is made out of wood, is through Circle M Termite- \$1000. The contract is good from December 2016 until November 30, 2017.

Mansfield Juvenile Treatment Center (MJTC):

Phase 1 of the waste sewer project is complete and they are measuring the flow, so that the engineers can design a treatment. Mr. Luker asked how long until completion. Ms. Shipley stated that she can estimate one year, since a bid has to go out and the engineers will then get to work on the treatment. It will go well into the next fiscal year.

Mr. Jim Luker made a motion to approve the DBHS and the DYS reports; Mr. Nelson Driver seconded the motion. Motion approved.

NEW BUSINESS:

DHS SIS Board Stipend and Expense Information: In accordance with ACA 25-16-901-908, the Board authorizes the \$60 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 2017 while on official business for the State.

Dianne Thomas made the motion to approve the stipend and expense; Mr. Jim Luker seconded the motion. Motion approved.

Leases

Jim Brader, Office of Chief Council (OCC) presented two leases to the Board.

- DBHS Arkansas State Hospital/UAMS lease for 87 parking spaces. The lease will be \$20,000 for one year. The parking lot is at 4500 West 7th Street in Little Rock, AR. University of Arkansas for Medical Sciences (UAMS) will maintain the cost of the lighting and upkeep, so no additional costs would be incurred by ASH. UAMS will also maintain the parking lot and they will be responsible for anything that happens on the parking lot.

Mr. Nelson Driver made motion to approve the lease for the parking lot; Mr. Jim Luker seconded the motion. Motion approved.

- DBHS Arkansas Health Center Federal Credit Union Ground Lease Agreement. Arkansas Health Center Credit Union will place a manufactured bank building on 1/2 acre. It will be located at the corner of Water Tower Road and Asphalt Street in Benton, AR. It will house a drive-thru lane and an ATM machine. There are no out of pocket costs for AHC. The Credit Union currently serves AHC employees (current and retired) and family members. Mr. Brader stated that the current lease is a 50 year lease at \$1 a year extending from December 2016 through November 2066. Mr. Burden stated that it did not need to be a 50 year lease. After the lease is rewritten to a 10 year renewable lease, it can be presented to a board member for signature.

The Board decided to table the discussion of the AHC Federal Credit Union Ground Lease Agreement at this time.

Mr. Jim Luker would like to clarify the role of the SIS Board based on the Legislative Bill that created the Board and abolished the ASH and DYS Boards. He opened the inquiry of monthly SIS Board meetings. In lieu of monthly meetings, Mr. Burden stated that someone from the SIS Board should visit each facility on a regular basis to be proactive, rather than reactive, as it is not conducive to the business of the Board. Mr. Luker noted that the goal of the Board is to make

sure that the properties are managed correctly and budgeted properly. Mr. Burden noted that Mansfield Juvenile Treatment Center (MJTC) was out of compliance and no one mentioned it until recently. Ms. Thomas stated that the SIS Board would like more regular updates to make sure all proposed ideas are being implemented properly. Mr. Burden noted that Ms. Thomas will be the chairman after the next quarter and she can delegate when and if projects are underway.

NEXT MEETING:

The next meeting will be Thursday, April 13, 2017, at 1:00 p.m., at the Mansfield Juvenile Treatment Center.

Mr. Jim Luker made a motion to adjourn the meeting; Mr. Nelson Driver seconded the motion. Motion approved.

The meeting adjourned at 2:30 p.m.

Respectfully Submitted:

Dianne Thomas, Secretary

DRAFT