

**MINUTES OF MEETING**  
**BOARD OF DEVELOPMENTAL DISABILITIES SERVICES**  
**August 5, 2010**  
**Southeast Arkansas Human Development Center**  
**Warren, Arkansas**

A regular meeting of the Board of Developmental Disabilities Services (DDS) was held on August 5, 2010 at the Southeast Arkansas Human Development Center (SEAHDC) in Warren, Arkansas. The meeting convened at 10:35 a. m. pursuant to the call of the Board Chair.

MEMBERS PRESENT: Mr. Luke Heffley, Ms. Suzann McCommon, Mr. Arch Jones, Ms. Sally Hardin, Mr. David Rosegrant, Dr. Linda Selman and Mr. Ron Carmack.

STAFF PRESENT: Dr. Charlie Green, Mr. Dale Woodall, Ms. Judy Adams, Mr. Forrest Steele, Mr. Calvin Price, Mr. Jeff Gonyea, Ms. Margo Green, Mr. James Brader and Ms. Dana Harvey.

OTHERS PRESENT: Ms. Jan Fortney; Ms. Amy Upshaw, Arkansas Democrat/Gazette.

Mr. Luke Heffley, Board Chair, called the meeting to order and welcomed everyone in attendance.

Mr. Heffley instructed the members to review the minutes of the May 5, 2010 regular Board meeting and called for the following corrections to be made to the minutes:

- 1) Mr. David Rosegrant was omitted from the listing of members present and will be added to the official minutes for attendance and,
- 2) Correction on page 2 to the vote on the Physical Management Subcommittee recommendation regarding payment of legal fees will read: On a voice call vote, Mr. Luke Heffley voted no to the recommendation, motion was approved by six votes.

Mr. David Rosegrant made a motion to approve the minutes from the May 5, 2010 regular Board meeting, with the corrections. Motion was seconded by Mr. Arch Jones. Motion passed unanimously.

Mr. Heffley called for review of the minutes of the called Board meeting of June 3, 2010. After review, correction was determined needed on page 2 to Mr. Ron Carmack's motion regarding shift differential. Correction would be to add the word "stable" to the phrase "first rate and *stable* direct care staff."

Dr. Linda Selman made a motion the minutes from the June 3, 2010 called Board meeting be approved, with the correction. Mr. Arch Jones seconded the motion. Motion passed unanimously.

Mr. Heffley invited comments from persons attending the meeting. Ms. Jan Fortney spoke on behalf of the Human Development Centers (HDC) parents group. She began by thanking the Board for hiring excellent legal representation and stated this was much appreciated by the

parents and guardians. Ms. Fortney stated the parents group would like the Board to consider the following three points:

- 1) Once the Alexander HDC is closed, the remaining funds should be distributed among the remaining five HDCs;
- 2) To prevent future physical plant problems, the Board is requested to develop a five year plan for improvements to the physical plants; and
- 3) A major concern is always staff salaries but, at the moment, a main concern is losing positions and the understanding is that new constraints on hiring by OPM have made it difficult to hire in a timely manner and the process seems to be counterproductive.

Mr. Heffley thanked Ms. Fortney and informed her that these points would be taken under consideration.

Mr. Heffley called for the reports from the subcommittees. The Physical Management Subcommittee report was given by Ms. Suzann McCommon. Ms. McCommon stated that in November 2003, the Board approved an easement for the City of Conway to lease Conway HDC land; the city was to install chain link and barbed wire fencing, a culvert and an 8' x 10' tunnel to allow for moving cattle and equipment. Ms. McCommon stated the tunnel was no longer needed due to there being no cattle. She also noted the city has just begun to use the easement. Ms. McCommon stated the recommendation of the subcommittee was to amend the easement such that the city would construct a paved, two lane road to allow additional employee access to the Center, as well as, an additional evacuation route. Mr. Calvin Price, CHDC Superintendent, provided a visual demonstration and outlined the need for the road. The recommendation was submitted as a motion and seconded by Mr. Ron Carmack. Motion passed unanimously.

Administrative Services Subcommittee did not meet and no report was provided.

Ms. Judy Adams, SEAHDC Superintendent, presented the report for the human development centers (HDCs). Ms. Adams began her report by welcoming everyone to SEAHDC. Ms. Adams included in her report items of interest about each HDC as provided to her by each Superintendent.

Dr. Charlie Green presented the Division Director's report. He began his report with a "thank you" to Ms. Adams and the facility staff for hosting the Board meeting; complimented Ms. Adams on the Center's new buildings; and commented that all the hard work by the SEAHDC staff was greatly appreciated. Dr. Green thanked the Board members for attending the meeting and expressed his "thanks" to Forrest Steele for the time Forrest was spending assisting with the Alexander HDC transition. Dr. Green commented on staffing at SEAHDC to accommodate the population increase and the transition process at Alexander HDC. Dr. Green stated he was impressed with Mr. Matt McCue's efforts with regard to the transition process at Alexander and commented on Mr. McCue's experience. Dr. Green requested Mr. McCue inform the Board on the transition process.

Mr. McCue thanked the Board members for the opportunity to share aspects of the transition process and provided a thorough explanation of the process. Mr. McCue's explanation included input on some staff from Alexander being willing to relocate to southern Arkansas as part of the transition effort. Mr. McCue stated the State of Arkansas is committed to a comprehensive process of placement that ensures health and safety and choice, as well as verification that the necessary supports are in place for the individual's being transitioned. Mr. McCue opened the floor for questions and addressed questions that were presented.

Dr. Green stated the transitioning process would continue as long as it takes to do it the right way, as opposed to the quick way. Dr. Green thanked Mr. McCue for the information he had provided the Board and added a few comment, to include information on living arrangements, staffing and funding. Dr. Green also commented on the development of a master plan over the next three to five years which he stated would be for the purpose of improving all aspects of services provided by DDS. Dr. Green requested Mr. Calvin Price, CHDC Superintendent, summarize issues with hiring. Mr. Price's summarization included information on the Applicant Tracking System; continuously advertised positions; and a presently used state-wide advertising system.

Ms. McCommon stated she felt having all the HDC positions waived from the process as described by Mr. Price would be appropriate. She noted hiring delays become a safety issue when direct care coverage is affected. Ms. McCommon made a motion to recommend Dr. Green make a request to DHS Director John Selig as well as the Office of Personnel Management at the Department of Finance and Administration to have the HDCs exempt from the Applicant Tracking System. Dr. Green stated, if the Board so moved, he would carry the Board's request forward. Motion was made, seconded and unanimously approved.

Dr. Green recognized Jeff Gonyea for his service as interim superintendent of the Booneville HDC and expressed his appreciation to Mr. Gonyea for his leadership and the good he had done for the Center.

Dr. Green responded to questioning about apartments on the Booneville campus.

Mr. Carmack requested the Board adjourn to executive session. Following the executive session, the Board reconvened at 12:09 p.m. and reported no action would be taken.

A motion was made for the meeting to adjourn and, with the agreement of all the Board members participating, the meeting adjourned.

ATTEST:

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Executive Secretary

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Mr. Luke Heffley, Chair  
Board of Developmental Disabilities Services

