

**ARKANSAS DEPARTMENT OF HUMAN SERVICES**

**STATE INSTITUTIONAL SYSTEM BOARD**

Arkansas State Hospital  
305 South Palm Street  
Little Rock, AR 72205

October 8, 2015

Members Present: Micheal Burden, Chairman  
Dianne Thomas  
James Luker  
David Williams  
Clara Ferron  
Nelson Driver

DHS Staff Present: Charlie Green, Director of Division of Behavioral Health Services  
Andrew Branch, Division of Behavioral Health Services  
Gary Hollis, Division of Behavioral Health Services  
Pat Sellars, Division of Behavioral Health Services  
Scottie Leslie, Division of Behavioral Health Services  
Steve Henson, Division of Behavioral Health Services  
Jay Hill, Director, Arkansas Health Center  
Marq Golden, Division of Youth Services  
Cathy Shipley, Division of Youth Services  
Lee Ann Harper, Division of Youth Services  
Liz Ganahl, Division of Youth Services

Guests Present: Gail Ragland, Governor's Office

Mr. Micheal Burden, Chairman, called the meeting to order at 1:35 p.m.

Mr. Burden thanked everyone for coming.

**Mr. David Williams made a motion for the minutes of July 9, 2015, meeting to be approved. Ms. Clara Ferron seconded the motion. Motion was passed.**

**Ms. Clara Ferron made a motion for the minutes of the July 16, 2015, telephone conference call to be approved. Mr. Nelson Driver seconded the motion. Motion was passed.**

**Ms. Clara Ferron made a motion for the minutes of the August 26, 2015, telephone conference call to be approved. Ms. Dianne Thomas 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. Cathy Shipley presented the DYS report.

Ms. Shipley stated DYS wanted to request approval from the Board for one (1) project and passed out a handout regarding the sublease renewal.

#### **Dermott Facility Sublease Renewal:**

Ms. Shipley reported this was the fourth (4<sup>th</sup>) renewal of the sublease of seventy five (75) acres for crop use to Dermott Industrial Development Corporation. Originally eighty (80) acres are leased to DYS Dermott facility but the facility buildings are only on five (5) acres and the other seventy five (75) acres are leased out for crop use and returning a yearly income to the Division of Youth Services. She reported the approximate income varies from year to year but last year \$5, 200.00 was received.

Mr. Burden stated the Board would vote on this item under “New Business”.

#### **DYS Facility Reports:**

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

The replacement of a 5 ton HVAC system, with a bad compressor, at the Speaker building has been completed by National HVAC - \$6,789.00.

The running of cable to add an additional release button at the Intake Building has been completed by Advent Systems - \$812.50.

The replacement of a 3.5 ton system at the Speaker Building has been completed by Middleton Heat and Air - \$5,210.10.

The replacement of the compressor in the walk-in freezer in the kitchen has been completed by Keathly Service - \$1,968.13.

The replacement of two (2) 5-ton gas furnaces and 3-phase condensing units in the new Education building has been completely by National HVAC - \$11,223.75.

The running of electricity to a new computer lab in the new Education building has been completed by Arnold & Bevins - \$2,150.00.

The running of cat-6 cables to the new computer lab in the new Education building has been completed by Ace Communications - \$875.00.

**Colt Juvenile Treatment Center:**

The replacement of the broken cable that allows the horns and strobes to the fire alarm to work has been completed by Allied Systems - \$1,822.80.

The yearly contract for pests and termites has been renewed with Circle M Termite and Pest - \$1,085.00.

**Dermott Juvenile Treatment Center:**

The installation of razor wire on the edge of the Administration roof has been completed by McKeown Welding Shop - \$766.50.

**Lewisville Juvenile Treatment Center:**

The replacement of a tank-less hot water heater in the Educational building has been completed by Scott's Plumbing - \$3,781.86.

The replacement of a tank-less hot water heater in the Dormitory "A" building has been completed by Scott's Plumbing - \$3,781.86.

**Mansfield Juvenile Treatment Center:**

The replacement of the ECM motor on Unit #2 in the boy's bungalow has been completed by Atchley Mechanical - \$1,476.18.

The replacement of the TXV at the Unit #2 in the girl's bungalow has been completed by Atchley Mechanical - \$9,165.22.

The installation of a 12 foot gate to the water tower has been completed by Modern Fence Company - \$1,095.12.

The water leak in front of the Commons building has been fixed by Daniel Roy Mayo - \$3,154.00.

The washing out, sediment removed, disinfected by Method 2 and a new roof vent created for the water storage tank has been completed by Eagle Sandblasting and Painting - \$1,750.00.

Mr. Burden asked if DYS got competitive bids to fix the items at the facilities. Ms. Shipley reported yes, anything over \$20,000; she gets three (3) bids. Anything under \$5,000, she tries to get three (3) quotes. She continued to say at some of the facilities that are further out, she is only able to get two (2) quotes.

When questioned about the contracts with the Providers at the facilities, Ms. Shipley stated the maintenance terms are stated in the contracts. Basically the Providers fix or replace the smaller items and DYS fixes or replaces the larger items.

### **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)**

Mr. Pat Sellars presented the report.

#### **Repave Southeast Parking:**

Mr. Sellars reported the Southeast parking lot is under construction by Tri State Track, Inc. in the amount of \$145,000. Construction is approximately 25% complete.

#### **New ASH Backup Pumps:**

The design for this project has been completed and in the process of the Department of Finance and Administration, Division of Building Authority (DBA), formerly Arkansas Building Authority, for review, approval and bidding. This project will provide a backup in the event of chilled water pump failure, as well as relief to extend life to existing equipment. The engineer's estimate is \$95,000.

#### **Reroof Maintenance and the Courthouse:**

The roof on the Maintenance Building has long since passed its useful life (31 years) and was severely damaged during a straight line wind event this past spring. Likewise, the courthouse roof has deteriorated and is in need of replacement. While not as old, the ten (10) year warranty has expired. Both roof projects are in the hands of the Architect for design. There is no Architect's estimate at this time.

#### **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. The same applies to approximately 60 toilets. This project is being performed by in-house staff. The cost for the toilets will be approximately \$50,000 to complete. Mr. Burden stated this item would be voted on under New Business.

**Apply Acoustic Treatment to Group Therapy Rooms:**

This project will provide for sound deadening on Units A, B, D, and E. The hard surface construction echoes making conversation/therapy extremely difficult. This project is estimated at approximately \$55,000. Mr. Burden stated this would be voted on under New Business.

**ARKANSAS HEALTH CENTER (AHC)**

Mr. Jay Hill presented the report for AHC.

**City of Haskell Fire Station Project:**

Construction is underway for the new City of Haskell fire station. Dirt work has been completed and utilities installed. Principle construction has begun with a completion date in October, 2015.

**Freezer Project:**

Brister Construction of Benton has begun construction on the freezer project. Dirt work has been completed as well as concrete footings and retaining walls. The contractor has requested an eight week extension for the completion date, moving it to November 10, 2015. This is due to the delay while waiting for a change order to be approved for approximately one foot of fill dirt.

Mr. Hill reported AHC had someone come out and discussed the possibilities of putting in oxygen lines. Currently they are using concentrators and tanks but they are limited to the scope of the patient they can serve. There may be an opportunity for them to install the oxygen lines and put liquid oxygen tank outside of the building which would make them limitless as to who they could accommodate. Proposals are being worked up to review and if approved it would be brought to the Board for approval.

**Mr. James Luker made a motion for the DBHS and the DYS report to be approved. Ms. Clara Ferron seconded the motion. Motion was passed.**

**NEW BUSINESS:**

**Dermott Facility Sublease Renewal:**

Ms. Shipley reported this was the fourth (4<sup>th</sup>) renewal of the sublease for two (2) years of seventy five (75) acres for crop use to Dermott Industrial Development Corporation. Originally eighty (80) acres are leased to DYS Dermott facility but the facility buildings are only on five (5) acres and the other seventy five (75) acres are leased out for crop use and returning an income to the Division of Youth Services. The approximate income varies from year to year but last year \$5, 200.00 was received.

Mr. Luker asked if DYS received a crop share or just a flat amount. Ms. Shipley reported they received 85% crop share. She reported they have tried to grow cotton and corn but since it is so swampy, rice grows the best. They are only farming 40 acres because 35 acres are under water. Mr. Luker suggested before the next renewal that someone needs to investigate the nature of the land and what the realistic sublease value should be. Mr. Burden asked for this suggestion to be put in the official minutes.

**Ms. Dianne Thomas made a motion for the sublease renewal to be approved. Mr. Nelson Driver seconded the motion. Motion was passed.**

**ARKANSAS STATE HOSPITAL (ASH)**

**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. The reason is so no one can use the handles to wrap something around them and hang themselves. There are approximately 115 faucets to replace at approximately \$75,000. The same applies to approximately 60 toilets. This project is being performed by in-house staff. The cost for the toilets will be approximately \$50,000 to complete.

**Ms. Clara Ferron made a motion for the replacement of faucets and toilets to be approved. Mr. Nelson Driver seconded the motion. Motion was passed.**

**ARKANSAS STATE HOSPITAL (ASH)**

**Apply Acoustic Treatment to Group Therapy Rooms:**

This project will provide for sound deadening on Units A, B, D, and E. The hard surface construction echoes making conversation/therapy extremely difficult. This project is estimated at approximately \$55,000.

Mr. Burden felt the price was too high since he had just installed sound deadening panels in his entire sanctuary for \$6,000. It was questioned if this particular product was dictated by some accreditation, safety or building code. Mr. Henson reported it was according to CMS Joint Commission Safety Standards but they are not required to use a specific product. Mr. Henson reported originally they brought out 8 or 9 different samples and the clinical team looked at them. They decided a multiple of the samples would be a hazard to their patients because some of the material was so soft, the patients would be able to dig out particles from the wall. He reported this is a contractor's estimate not a procurement bid estimate and it has not gone through the Division of Building Authority (DBA).

Dr. Green stated this price was just an estimate and it would have to go through the normal procurement bid process and then accept the cheapest bid. He felt they probably brought this approval to the Board prematurely. Dr. Green stated he would bring it back to the Board when he had more information.

Mr. Burden recommended tabling the approval until ASH could come back with the estimated square feet and the lowest bid.

**Mr. Nelson Driver made a motion to table the approval of the acoustic treatment until further information is supplied. Mr. David Williams seconded the motion. Motion was passed.**

**ARKANSAS STATE HOSPITAL (ASH)**

**Reroof Maintenance and the Courthouse:**

The roof on the Maintenance Building has long since passed its useful life (31 years) and was severely damaged during a straight line wind event this past spring. It is a ten thousand (10,000) square foot roof. Likewise, the courthouse roof has deteriorated and is in need of replacement. While not as old, the ten (10) year warranty has expired. Both roof projects are in the hands of the Architect for design. There is no engineering's estimate at this time.

**Ms. Clara Ferron made a motion to table the approval of the re-roofing also until further information is supplied. Mr. Nelson Driver seconded the motion. Motion was passed.**

Mr. James Luker recommended for the Board to discuss what specific information the Divisions should provide up front, regarding the specifications that were provided to the architects, engineers, DBA and perspective vendors. He questioned if the current standards were being met. Mr. Burden asked the Board to think about it and they would discuss it at the January meeting.

**NEXT MEETING:**

After much discussion as to where the next meeting would be, a motion was made to determine where the next meeting would be.

**Mr. James Luker made a motion for the SIS Board Chairman to decide where the next meeting would be. Mr. Nelson Driver seconded the motion. Motion was passed.**

Chairman Burden determined the next meeting will be Thursday, January 14, 2016, at 12:00 p.m. at the Dermott Juvenile Treatment Center in Dermott, AR. A tour of the facility will take place before the meeting. A box lunch will be provided after the tour.

Mr. Burden stated with the new Board members, he recommends the Board to visit all of the facilities so they have a better view when discussing each facility.

**Mr. Micheal Burden made a motion to adjourn the meeting. Ms. Dianne Thomas seconded the motion. Motion was passed and the meeting adjourned at 2:40 p.m.**

Respectfully Submitted:

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Dianne Thomas, Secretary