STATE INSTITUTIONAL SYSTEMS BOARD

ARKANSAS DEPARTMENT OF HUMAN SERVICES

**ZOOM MEETING ~ JULY 13, 2022**

**MINUTES**

Members Present: Porter Brownlee, Board Chair

 Steven Blackwood

James Luker

DHS Staff Present: Michael Crump, Director, Division of Youth Services

Glenn Holt, Deputy Director, Division of Youth Services

Kara Benca, Assistant Director, Quality Assurance, Division of Youth Services

 Savannah Jackson, Executive Assistant, Division of Youth Services

Sean Strode, DYS Attorney, Office of Chief Counsel

Jay Hill, Director, Division of Aging Adult and Behavioral Services

Scottie Leslie, Admin. Analyst, Division of Aging Adult and Behavioral Services

James Scoggins, Facility Administrator, Arkansas State Hospital

Agenda Item 1: **CALL TO ORDER**

The regularly scheduled quarterly meeting of the State Institutional Systems Board was held via ZOOM and called to order by Mr. Porter Brownlee, Board Chair, at 1:06 p.m., Wednesday July 13, with three board members present.

Agenda Item 2: **REVIEW AND APPROVAL OF JANUARY 12, 2022 MINUTES**

Mr. Porter Brownlee, Chair, asked if all members had received and reviewed the minutes from the April 2022 meeting and if there were any questions, additions, or corrections.

There being none, **Mr. Steven Blackwood made a motion to approve the April 13, 2022, minutes.**

**Mr. Porter Brownlee seconded the motion. Motion was approved.**

Agenda Item 3: **DIVISION OF AGING ADULT AND BEHAVIORAL HEALTH SERVICES**

**QUARTERLY REPORT**

Mr. James Scoggins, Facility Administrator, presented the DAABHS report.

Arkansas State Hospital (ASH)

* The project to install additional fencing for added security to prevent elopements at a cost of $28,566.25 was approved by the SIS Board at the April 8, 2020, meeting. Division of Building Authority (DBA) approved this project, it is now in the final review phase prior to bid request.
* The project for a courtyard on the southeast side of the adolescent building, Unit D, with an approximate square footage of 30,000 at a cost of $246,749 was approved by the SIS Board at the April 8, 2020, meeting. DBA has approved this project and is now in the final review phase prior to bid request.
* The forensic unit bathroom and shower tiles need to be replaced with an epoxy flooring because the tile is chipping, and grout is holding odors. The epoxy flooring is more durable and easier to clean. ASH is awaiting a new quote for cost of the project. In the meantime, we continue to follow an alternative cleaning schedule and temporary repairs are being made.
* Due to recent JC survey, ASH will be required to take immediate action to reduce ligature points on these items:
	+ Replacing all hinges in patient bedrooms, bathrooms, and group rooms with a continuous style hinge – completed
	+ Replacement and additions of door closures for group and storage rooms connected to patient care areas – completed, cost for this and hinges was $255,000
	+ Replacement of all HVAC ceiling grills about 65% complete and targeted to finish in April. Cost of $80,870
	+ Presently awaiting return of JC surveyor to inspect work and release us from the finding.

Arkansas Health Center (AHC)

* The roof estimate of $206,000 for Building 80 (approved in October 2021 meeting) was submitted to Division of Building Authority (DBA) for review. Building 80 came in over budget and is back in for review. The new budget is $307,693.
* The roof estimates for Cottage 12 and the Chapel were requested from Morris and Associates. Eric Goins is obtaining bids for the roof of Cottage 12 and waiting on the third bid.
* UPDATE: Bid came in at $15,620.48 from Cornerstone Construction
* The Chapel estimate has been submitted to DBA for review, the budget is $75,000
* At the July 2020 meeting the Board approved requesting bids on the activity room addition project at an estimated cost of $300.000. The updated estimated cost is $598,052, submitted to DBA for review. Project is under review.

**Mr. Steven Blackwood made a motion to accept the DAABHS report. Mr. Porter Brownlee seconded the motion. Motion was approved.**

Agenda Item 4: **Division of Youth Services (DYS)**

mr. Glenn Holt, Deputy Director, referenced the comprehensive report submitted to board members.

Board Chair Porter Brownlee asked if everyone had the written copy of the DYS report and asked if there were any questions.

**Mr. Porter Brownlee made a motion to accept the DYS report. Mr. Steven Blackwood seconded the motion. Motion was approved.**

Agenda Item 5: **OLD BUSINESS**

Board Chair Porter Brownlee asked if there was any old business. There was none.

Agenda Item 6: **NEW** **BUSINESS**

Board Chair Porter Brownlee asked if there was any new business. There was none.

Agenda Item 7: **ADJOURNMENT**

The next meeting will be held October 12, 2022. Board Chair Porter Brownlee discussed the possibility of moving to in person meetings again sometime in the future but decided to remain with Zoom meetings for the October meeting.

**Mr. Steven Blackwood made a motion to adjourn the meeting. Mr. Porter Brownlee seconded the motion. Motion was approved.** The meeting adjourned at 1:13 p.m.

 Respectfully Submitted:

 James Luker, Secretary

 State Institutional Systems Board