STATE INSTITUTIONAL SYSTEMS BOARD

ARKANSAS DEPARTMENT OF HUMAN SERVICES

**ZOOM MEETING ~ JULY 12, 2023**

**MINUTES**

Members Present: Marquis Golden, Board Chair

Doyle Young

Jonathan Brown

Ordrean Taylor

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

Savannah Jackson, Executive Assistant, Division of Youth Services

Mark Hooten, Fiscal Plant Manager, Division of Youth Services

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

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

Debra Young, Arkansas Health Center

Susan Carson, Arkansas Health Center

Agenda Item 1: **CALL TO ORDER**

The regularly scheduled quarterly meeting of the State Institutional Systems Board was held in person at the Arkansas Health Center, and called to order by Mr. Marquis Golden, Board Chair, at 12:55 p.m., Wednesday July 12, with four board members present.

Agenda Item 2: **REVIEW AND APPROVAL OF APRIL 12, 2023 MINUTES**

Mr. Marquis Golden, Chair, asked if all members had received and reviewed the minutes from the April 2023 meeting and if there were any questions, additions, or corrections.

There being none, **Mr. Jon Brown made a motion to approve the April 12, 2023, minutes.**

**Ms. Ordrean Taylor seconded the motion. Motion was approved.**

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

**QUARTERLY REPORT**

Mr. Jay Hill, Director, presented the DAABHS report.

Arkansas State Hospital (ASH)

* The project to install additional fencing for added security to prevent elopements and add an additional adolescent courtyard on the southeast side of the hospital was approved by the SIS Board at the April 8, 2020, meeting. Division of Building Authority (DBA) approved this project and updated the estimate to $342,036 to complete the project. Expect to have 1DE funding soon.
* 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. The Architect’s new quote of $750,000 is for all 24 forensic unit bathrooms. This is pending 1DE funding availability. In the meantime, we continue to follow an alternative cleaning schedule and make temporary repairs as needed.
* Buildings 3 and 4 had major winter damage in December 2022. This is being covered by our insurance policy. At this point we do not expect to need any 1DE funding for this repair, which will include asbestos abatement and replacement of HVAC systems for both buildings. The repairs are estimated at $7.5 million, and an application has been sent to the Governor’s office for advance funding which will be repaid with insurance checks.

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 lowest bid came in at $329,704 from Mid-Ark Roofing, Inc. They were awarded the project.
  + This project was moving slowly due to rain, but it has now been completed as has final inspection.
* 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. Roof has been patched for now, but we are still trying to get a second bid.
* The Chapel roof project was put out for bid. Budget is now $110,000. In addition to replacing the roof, this project includes repair of rotten facial board and painting of all wood. Reynolds Construction and Commercial Roofing was the lowest bidder and was awarded the project at $108,227.
  + Morris AE Inc, issued a notice to proceed letter to Reynolds Construction on November 16, 2022 to start the renovation on the Chapel. The roofing is now complete, as is the final inspection.
* 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. The projected cost for this project is now $897,512. Possible funding for the project has been allotted with plans submitted to DBA for review. Expecting a 30-day turnaround before being put out for bid. Project will be resubmitted July 1, 2023.

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

mr. Mark Hooten, Fiscal Plant Manager, went over the brief report. There are no large projects in progress with DYS.

**Mr. Jon Brown made a motion to accept the DAABHS and DYS reports. Ms. Ordrean Taylor seconded the motion. The motion was approved.**

Agenda Item 5: **NEW BUSINESS**

Mr. Marquis Golden, Chair, asked if there was any new business. Mr. Michael Crump, DYS Director, presented the new leases for DYS facilities in Harrisburg, Mansfield, and Dermott.

**Mr. Jon Brown made a motion to accept the new leases. Mr. Doyle Young seconded the motion. The motion was approved.**

Agenda Item 6: **OLD** **BUSINESS**

Mr. Marquis Golden, Chair, asked if there was any old business. There was none.

Agenda Item 7: **ADJOURNMENT**

The next meeting will be held October 11, 2023 at the Harrisburg Juvenile Treatment Center. More details will be given as they are available.

**Ms. Ordrean Taylor made a motion to adjourn the meeting. Mr. Jon Brown seconded the motion. Motion was approved.** The meeting adjourned at 1:27 p.m.

Respectfully Submitted:

DHS SIS Board Member

State Institutional Systems Board