STATE INSTITUTIONAL SYSTEMS BOARD

ARKANSAS DEPARTMENT OF HUMAN SERVICES

**March 27, 2024**

**MINUTES**

Members Present: Doyle Young, Acting Chair

Jonathan Brown

Ordrean Taylor

Porter Brownlee

Marq Golden

Rafael Figueroa

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

Mark Hooten, Fiscal Plant Manager, Division of Youth Services

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

James Scoggins, Facility Administrator, Arkansas State Hospital

Jim Brader, DHS Chief Counsel

Sean Strode, Office of Chief Counsel

Amanda Cox, Attorney, Division of Aging Adult and Behavioral Services

Bryan Hall, Facility Administrator, Arkansas State Hospital

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

Agenda Item 1: **CALL TO ORDER**

The regularly scheduled quarterly meeting of the State Institutional Systems Board was held in person at the Arkansas State Hospital, and called to order by Mr. Doyle Young, Acting Board Chair, at 1:00 p.m., Wednesday March 27th, with four board members present and two connecting in by Zoom.

Agenda Item 2 and 3: **REVIEW AND APPROVAL OF JANUARY 10, 2024, AND FEBRUARY 7, 2024, MINUTES**

Mr. Doyle Young, Acting Chair, asked if all members had received and reviewed the minutes from the January 10, 2024, quarterly meeting and the February 7, 2024, emergency called meeting and if there were any questions, additions, or corrections.

**There being none,** **Mr. Jonathan Brown made a motion to approve the January 10 and February 7, 2024, minutes. Mr. Porter Brownlee seconded the motion. Motion was approved.**

Agenda Item 4: **DIVISION OF AGING ADULT AND BEHAVIORAL HEALTH SERVICES**

**QUARTERLY REPORT**

Mr. Jay Hill, Director, asked Mr. James Scoggins to present the Arkansas State Hospital report.

Arkansas State Hospital (ASH)

* **Forensic Unit Security New ASH (NASH) Side and Adolescent Courtyard:**
  + 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 in the April 8, 2020, meeting.  Division of Building Authority (DBA) approved this project, and recently updated the estimate to $342,036 to complete the project. We expect to have 1DE funding in FY24 and hope to move forward with this project in the spring to obtain bids. Would like to begin this fiscal year.
* **Forensic Bathroom/Shower Tile Replacement:**

The forensic unit patient bathrooms need a redo: plumbing, hardware, and epoxy flooring. The tile is chipping, and grout is holding odors. The epoxy flooring is more durable and easier to clean. Original estimate was $750k to complete Units 5 Lower and 6 Lower. The BID is complete and awarded to Nabholz Construction for $528,215.47. Patients will the leave the area for activities during the day, the repairs will take place during the time patient are away.

* + Units 5 Upper and 6 Upper also need similar work but can wait until we have finished repair of the other two units. In the meantime, we continue to follow an alternative cleaning schedule and make temporary repairs as needed.
* **Buildings 3 and 4:**
  + ASH had major winter damage to buildings 3 and 4 in December 2022.  Five million dollars has been received from the Restricted Reserve to facilitate repairs of the units which will include asbestos abatement and replacement of HVAC systems for both buildings. Any money received from insurance coverage will be used to reimburse the Restricted Reserve funds. We do not expect to need any 1DE funding for this project. Asbestos abatement is now taking place on Unit 4.

Mr. Jay Hill presented the Arkansas Health Center report to the Board:

Arkansas Health Center (AHC)

* **Building 80 Activity Room Addition:**
  + At the July 8, 2020, meeting the Board approved requesting bids on the activity room addition project at an estimated cost of $300,000. The projected cost for this project continued to increase in 2021 and 2022 first to $598,052 and then up to $897,512. At that point the project was placed on hold. In 2023, possible funding for the activity room addition was allotted. The project was resubmitted July 1, 2023. Currently there has been no change in this project. Mr. Hill stated we are anxious to get this project started and have requested an update.

**Mr. Porter Brownlee made a motion to accept the DAABHS report. Ms. Ordrean Taylor seconded the motion. The motion was approved.**

Agenda Item 5: **Division of Youth Services (DYS)**

Mr. Mark Hooten, Fiscal Plant Manager, presented the DYS facilities report.

* **Lewisville Juvenile Treatment Center (LJTC)** 
  + All of the Lewisville projects have been completed. Currently, twenty (20) juveniles are receiving treatment at the facility.
* **Mansfield Juvenile Treatment Center (MJTC)**
  + City Mechanical advised the engineers in February that it has been impossible to determine all of the deficiencies of the HVAC (Heating, Ventilating, & Air Conditioning) systems required under the contract.  This inability to fully diagnose the systems is due to the inoperative DDC (Direct Digital Control) system.  The contractor advised that they wanted to proceed with replacing the DDC system first, and the new DDC system would give them the ability to further diagnose the systems. When the installation of the new DDC system is complete, the contractor will continue developing a “Service Check Report” that will reveal any deficiencies that were unforeseeable and therefore were not included in the original “Scope of Work”. Completion was originally scheduled for May, but the contractor will be requesting an extension.
* **Arkansas Juvenile Assessment and Treatment Center (AJATC)**
  + The renovation of Building #4/Pod #3 is on-going. This unit was previously used to store DYS IT equipment. The unit has been cleared. DYS is obtaining quotes for countertops and data ports for educational purposes as well as replacing toilets, sinks, water fountains, and locks that were removed when the space was being utilized for storage.
* **Harrisburg Juvenile Treatment Center (HJTC)**
  + HJTC has no large projects at this time.
* **Dermott Juvenile Treatment Facility (Big Boy) and Dermott Juvenile Treatment Center (Little Boy)**
  + There are no large projects at this time.
* **Civilian Student Training Program (CSTP)**
  + DYS has submitted a purchase order for a temporary building from Willscot Mobile Mini for $50,584.18. The purchase order is currently with their legal department for review. This building will be used primarily for recreation and meals due to the scheduled expansion of the program. After the complete expansion, the program will have 64 total beds, allowing it to serve 320 youth each year compared to the 160 it currently serves.

* **Leases** 
  + The Lewisville lease is due for renewal in November 2024. The Mansfield, Alexander, Harrisburg, and Dermott (Big Boy and Little Boy) leases will require renewal in June 2025.

**Mr. Porter Brownlee made a motion to accept the DYS report. Mr. Jonathan Brown seconded the motion. The motion was approved.**

Agenda Item 6: **NEW BUSINESS**

* No new business.

Agenda Item 7: **OLD** **BUSINESS**

* Mr. Jim Brader provided an update on the DYS Community Reintegration Program for lower risk youth in DYS custody to be placed in cottages on the grounds of the Arkansas Health Center. The plan would require a lease from DAABH because it is on their grounds. The Board wants to review documents prior to approval of the lease. The Board agreed to hold a special meeting, if needed, before the next scheduled quarterly meeting in July.

Agenda Item 8: **NEXT MEETING**

The next quarterly meeting will be July 10, 2024, at the Arkansas Juvenile Assessment and Treatment Center, 1501 Woody Drive, Alexander, AR 72002

Agenda Item 9: **ADJOURNMENT**

**Mr. Jonathan Brown made a motion to adjourn the meeting. Ms. Ordrean Taylor seconded the motion. Motion was approved.** The meeting adjourned at 1:35 p.m.

Respectfully Submitted:

DHS SIS Board Member

State Institutional Systems Board