STATE INSTITUTIONAL SYSTEMS BOARD

ARKANSAS DEPARTMENT OF HUMAN SERVICES

**October 9, 2024**

**MINUTES**

Members Present: Marq Golden

Doyle Young

Jonathan Brown

Ordrean Taylor

Porter Brownlee

Rafael Figueroa

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

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

Savannah Jackson, Executive Assistant, Division of Youth Services

Mark Hooten, Fiscal Plant Manager, Division of Youth Services

Lori Carter, NSLP Program Coordinator, Division of Youth Services

James Scoggins, Facility Administrator, Arkansas State Hospital

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

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

Elizabeth Dyer, Division of Aging Adult and Behavioral Services

Jasen Kelly, Rite of Passage

Matt Ezell, Rite of Passage

Tomaz Adams, Rite of Passage

Agenda Item 1: **CALL TO ORDER**

The regularly scheduled quarterly meeting of the State Institutional Systems Board was held in person at the Mansfield Juvenile Treatment Center, and called to order by Mr. Marq Golden at 12:25 p.m., Wednesday October 9th, with three board members present and three connecting in by Zoom.

Agenda Item 2 and 3: **REVIEW AND APPROVAL OF JULY 10, 2024 MINUTES**

Mr. Marq Golden asked if all members had received and reviewed the minutes from the July 10, 2024 quarterly meeting and if there were any questions, additions, or corrections.

**Asking to strike “The Board decided that further discussion and research is needed before any decision can be made.”,** **Mr. Porter Brownlee made a motion to approve the July 10, 2024 minutes. Mr. Jon Brown seconded the motion. Motion was approved.**

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

**QUARTERLY REPORT**

Mr. James Scoggins presented.

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 $408,907 to complete the project as of 9/11/24. Bids have been received and the lowest bid was $3.1m, which exceeded the DBA threshold and was therefore rejected. We are reviewing the project and hope to ask for another bid soon.
* **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. Awaiting delivery of ordered parts. Construction started 6/6/24. Project required a change order for asbestos abatement that increased total cost by $39k and a second change order for $34k has been submitted that covers:

* Water shut off valves for sinks, toilets, and showers
* Access panels for all additional shut off valves
* Plywood on all new wall before sheetrock to get proper stability
* Unforeseen electrical, had to remove and reroute in each bathroom
  + 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. $5m 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 will be the first phase of this repair. Below are referenced the three individual phases of the DBA #7102311 – Emergency ASH Storm Damage Remediation Project.
    - DBA #7102311EM Phase I: Asbestos Abatement of all 3 units “is complete.”
    - DBA #7102311EM Phase II: Flood Damage Remediation, Unit #4. Estimated cost $1,934,900. Plans & Specs submitted in March for DBA Review Section, plans approved for bid 6/10/24. Lowest bid was $3.1m and exceeded DBA threshold and was therefore rejected.
    - DBA #7102311EM Phase III: Flood Damage Remediation, Unit #3 and #5, cost has been increased from $1.8m to the max allowable amount of $2m. The project is currently out for comments before being bid.
* **HVAC Coils:**
  + The original coils were installed in 2007 and are becoming ineffective at cooling the main hospital where 5 patient units are located. The replacement cost for each coil is between $16-20k. On July 10, 2024, the Board approved up to $120k for replacement costs. 7 coils have been replaced and we hope to have the remaining 3 coils replaced by the end of this FY. We are presently waiting for additional funding to become available.

Arkansas Health Center (AHC) – Mr. Jay Hill presenting

* **Building 18 Asbestos Removal and Heat and Air Renovation:**
  + The cost for asbestos abatement of Building 18 (Maintenance) is $686k. The abatement must be done before any repair/renovation of the heat and air can be started. This project is pending until funding from 1DE money is set aside. The board made a motion and approved this project on July 10, 2024.
    - Update: The bid went out last week and we are expecting DHS to accept the bid from Gerken Environmental Enterprises, Inc. for $434,640. Fleming Electric will be their electrical subcontractor. Contracts should go out this week if the bid is accepted. The HVAC for Bldg. 18 is set to bid on October 2nd. The notice to proceed on that project should be around the 1st of November.
* **Building 80 Addition to Activities Room**
  + This project is moving forward. Stephanie Scearce is transferring the appropriation and funding. The new estimated cost of this project is $1,204,462.

**Mr. Jonathan Brown made a motion to approve the transfer of funds to the HVAC project. Mr. Doyle Young seconded the motion. The motion was approved.**

**Mr. Doyle Young made a motion to approve the DAABHS Report. Mr. Jon Brown 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.

* **Arkansas Juvenile Assessment and Treatment Center (AJATC):**
  + Building 14 sustained storm damage in August. It has been mitigated, however, due to the project cost it will require involvement with the engineers. DYS anticipates the cost will be approximately $55,000. DYS is seeking board approval.
    - **Mr. Jon Brown made a motion to approve the $55,000. Mr. Doyle Young seconded the motion. The motion was approved.**
* **Harrisburg Juvenile Treatment Center (HJTC):**
  + The dorm roof is leaking. Maintenance has mitigated it, and DYS is seeking bids for a replacement. DYS has 3 bids for this project and is seeking board approval. Estimated cost is $29,000.
    - **Mr. Doyle Young made a motion to approve this project. Mr. Jon Brown seconded the motion. The motion was approved.**
* **Mansfield Juvenile Treatment Center (MJTC):**
  + Geothermal system replacement is ongoing. It has been decided that DYS will not convert the project into a traditional HVAC system due to the extensive work that has already been completed. There has been no additional movement since the last board meeting.
* **Lewisville Juvenile Treatment Center (LJTC)** 
  + There are currently no large, ongoing projects at Lewisville.
* **Dermott Juvenile Treatment Facility (Big Boy) and Dermott Juvenile Treatment Center (Little Boy)**
  + There are currently no large, ongoing projects at Dermott.
* **Civilian Student Training Program (CSTP)**
  + DYS has submitted a purchase order for a temporary building from Willscot Mobile Mini for $50,584.18. The building has been delivered to CSTP.
    - Update: Water has been hooked up to the building. DYS is obtaining bids for hooking up the electricity.
  + The CSTP auditorium is 14x80 ft. portable building (1995/1996 model). The HVAC line backed up and caused an extensive mold issue. Currently, no one is permitted to use the building. The engineers have completed their inspection, and we are waiting for their final report.

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

Agenda Item 6: **NEW BUSINESS**

* DYS –Lease for the AR Health Center Cottages

**Mr. Rafael Figueroa made a motion to approve the DYS lease. Mr. Doyle Young seconded the motion. The motion was approved.**

*The SIS Board would like it noted in the minutes that they would like to keep the special language regarding the facilities intact with regard to the upcoming legislative session.*

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

* No old business.

Agenda Item 8: **NEXT MEETING**

The next quarterly meeting will be January 8, 2025, at the Arkansas Health Center. More information to follow.

Agenda Item 9: **ADJOURNMENT**

**Mr. Rafael Figueroa made a motion to adjourn the meeting. Mr. Jon Brown seconded the motion. Motion was approved.** The meeting adjourned at 1:08 p.m.

Respectfully Submitted:

DHS SIS Board Member

State Institutional Systems Board