STATE INSTITUTIONAL SYSTEMS BOARD

ARKANSAS DEPARTMENT OF HUMAN SERVICES

**ZOOM MEETING ~ FEBRUARY 6, 2025**

**MINUTES**

Members Present: Doyle Young, Acting Chair

Jonathan Brown

Porter Brownlee

Ordrean Taylor

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

James Scoggins, Facility Administrator, Arkansas State Hospital

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

Jim Brader, DHS Chief Counsel

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

Rose Page

Paula Stone

Jenna Goldman

Melissa Weatherton

Andy Davis

Sarah Cunningham

Agenda Item 1: **CALL TO ORDER**

The emergency scheduled meeting of the State Institutional Systems Board was held virtually, and called to order by Mr. Doyle Young, Acting Board Chair, at 3:05 p.m., Wednesday February 6th, with five board members present.

Agenda Item 2: **LEASE # S8589 DHS DAABHS TO DEPARTMENT OF CORRECTIONS**

Lease # S8589 pertains to an approximately 15,725 square foot facility commonly known as the DAABHS Administrative Complex located at 4800 West 7th St. in Little Rock on the Arkansas State Hospital (ASH) grounds, to be leased to the Department of Corrections (DOC). The building has sat mostly unoccupied for quite some time. The DOC will be using it for their clients/inmates who have medically frail conditions.

Concern was raised over the value of DHS over leasing the building. We will no longer have to maintain the facility, DOC will take over improvements to the facility, and they have offered inmate labor at ASH.

Noted that the standard termination clause is currently missing from the lease but will be added.

Concern over the parking for DOC and ASH. Terminology will be added “proposed parking plan to be finalized in addendum.”

**Mr. Porter Brownlee made a motion to approve the lease, with the noted amendments. Mr. Jon Brown seconded the motion. Motion was approved.**

Agenda Item 4: **NEXT MEETING**

The next meeting will be held April 9, 2025, at 12:00 p.m. at the Civilian Student Training Program (CSTP) on Camp Robinson Guard Base.

Agenda Item 5: **ADJOURNMENT**

**Mr. Rafael Figueroa made a motion to adjourn the meeting. Mr. Porter Brownlee seconded the motion. Motion was approved.** The meeting adjourned at 3:23 p.m.

Respectfully Submitted:

DHS SIS Board Member

State Institutional Systems Board