

MINUTES OF ARKANSAS STATE POLICE COMMISSION MEETING

January 14, 2016

The Arkansas State Police Commission met on Thursday, January 14, 2016 at the Arkansas State Police Headquarters, Little Rock, Arkansas.

Commission Vice Chairman Guinn called the meeting to order at 10:00 a.m.

MEMBERS PRESENT:

Commissioner Frank Guinn, Vice Chairman  
Commissioner Dr. Lewis Shepherd, Secretary  
Commissioner Jane Christenson  
Commissioner John Allison  
Commissioner Bob Burns  
Commissioner Neff Basore  
Commissioner Bill Benton

STATE POLICE PERSONNEL ATTENDING:

Colonel Bill Bryant	Donna Humphries
Lieutenant Colonel Tim K’Nuckles	Major Lindsey Williams
Lieutenant Colonel Shawn Garner	Major Henry LaMar
Major Ron Stayton	Captain David Sims
Sergeant Stuart Woodward	Emma French
Major Mike Foster	Jenna Castleberry
Lieutenant David Lafferty	Lieutenant Brady Gore
Captain Forrest Marks	Captain Charles Hubbard
Harmony Daniels	Sherry Woods
Jackie Baker	Alexis Winters
Lieutenant Ronnie Qualls	Gary Glisson
Captain Jeff Drew	Captain Steve Coppinger
Sergeant Jeff Whitlock	Robin Gifford
Captain Alex Finger	Sergeant Greg Smith
Lieutenant Brant Tosh	Corporal Jason Martin
Sergeant Scott Russell	Captain Mike Hagar
Captain Wesley Smithee	Lieutenant Rick Neill
Lieutenant Darren Austin	Lieutenant Randall Dias
Sergeant Ken Whillock	Corporal Robert Wilson
Sergeant Jack Young	Sergeant Michael Exum
Lieutenant Paulette Ward	Kenya Campbell
Brandy Yates	Lieutenant David Moore
Sergeant Eric Henson	Bridget White
Corporal Coty Williams	Sergeant Lori Whillock

OTHERS PRESENT:

Retired Major Stan Witt	Michael Krenn, DFA – Budget
Nga Mahfouz – AG Office	Butch Heath – ASPF
Joe Thielke – ASPF	Randy Lann – ASPF
Major General Mark Berry – TAG	Johnnie Garner
Velvet Ivy	Chase Ivy
Mark Ivy	Connie Stayton
Leah Atherley	Robin Stayton
Darrell Stayton	Kathy Dias
Shelley Young	Shelby Young
Hudson Young	

PLEDGE OF ALLEGIANCE:

Commissioner Basore led the pledge of allegiance.

NOTIFICATION OF MEDIA:

The media was notified of this meeting on December 01, 2015.

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Commissioner Guinn stated there are a couple of people who have done so much for the State Police lately. Commissioner Guinn then recognized General Mark Berry and Colonel Bill Bryant, they are working on something that will be a big thing for the Arkansas State Police, a dream for years, a skills pad. I would like to thank them and ask both to stand and be recognized.

ELECTION OF ASPC OFFICERS FOR 2016:

Commissioner Christenson made a motion that Commissioner Frank Guinn be elected Chairman for 2016. This motion was seconded by Commissioner Basore and passed.

Commissioner Christenson made a motion that Commissioner Lewis Shepherd be elected Vice-Chairman for 2016. This motion was seconded by Commissioner Basore and passed.

Commissioner Christenson made a motion that Commissioner John Allison be elected Secretary for 2016. This motion was seconded by Commissioner Basore and passed.

MINUTES:

Commissioner Burns made a motion to approve the minutes of the December 10, 2015 monthly Commission Meeting. Commissioner Allison seconded and the motion passed.

PROMOTION CERTIFICATES:

Colonel Bill Bryant presented a promotion certificate to Lieutenant Colonel Shawn Garner promoting him to Lieutenant Colonel in the Director's Office, Field Operations.

Colonel Bill Bryant presented a promotion certificate to Major Ron Stayton promoting him to Major in the Crimes Against Children Division.

Colonel Bill Bryant presented a promotion certificate to Lieutenant Randall Dias promoting him to Lieutenant in the Highway Patrol Division, Troop E.

Colonel Bill Bryant presented a promotion certificate to Lieutenant Ronnie Qualls promoting him to Lieutenant in the Highway Patrol Division, Troop I.

Colonel Bill Bryant presented a promotion certificate to Sergeant Lori Whillock promoting her to Sergeant in the Criminal Investigation Division, Company B.

Colonel Bill Bryant presented a promotion certificate to Sergeant Jack Young promoting him to Sergeant in the Highway Patrol Division, Troop E.

WEAPON RESOLUTIONS:

Major Mike Foster presented the following resolutions for consideration by the ASP Commission.

R E S O L U T I O N

WHEREAS: Captain Jim Howington efficiently and effectively served the Arkansas State Police for a period of thirty years, ten months, and seventeen days;

WHEREAS: Captain Jim Howington retired from this department November 30, 2015;

WHEREAS: His departure creates a vacancy that will be most difficult to fill, which is recognized by each and every member of the Arkansas State Police Commission;

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WHEREAS: Captain Jim Howington has made formal request that his service weapon be retired with him and remain in his possession;

BE IT THEREFORE RESOLVED: The Arkansas State Police Commission, in its regular meeting at Arkansas State Police Headquarters in Little Rock, Arkansas on Thursday, January 14, 2016, in accordance with Act 547 of 2003, awards him his Glock Model 21, Serial Number PKS500, as a token of their esteem and appreciation for service devoted to the Arkansas State Police.

Commissioner Christenson made a motion to approve the above weapon resolution presented to the Commission. Commissioners Benton seconded and the motion passed.

R E S O L U T I O N

WHEREAS: Captain Jim Howington efficiently and effectively served the Arkansas State Police for a period of thirty years, ten months, and seventeen days;

WHEREAS: Captain Jim Howington retired from this department November 30, 2015;

WHEREAS: His departure creates a vacancy that will be most difficult to fill, which is recognized by each and every member of the Arkansas State Police Commission;

WHEREAS: Captain Jim Howington has made formal request that his shotgun be retired with him and remain in his possession;

BE IT THEREFORE RESOLVED: The Arkansas State Police Commission, in its regular meeting at Arkansas State Police Headquarters in Little Rock, Arkansas on Thursday, January 14, 2016 in accordance with Act 547 of 2003, determines the fair market value of the Remington shotgun, serial number RS03368V, that Captain Jim Howington has carried be affixed at \$100.00, and that Captain Jim Howington be permitted to purchase the shotgun for his personal use.

Commissioner Allison made a motion to approve the above weapon resolution presented to the Commission. Commissioner Basore seconded and the motion passed.

DIVISION REPORTS:

Fiscal Report – Emma French

Ms. French gave an overview of the reports which were distributed to the Commission. She stated we are at 50% about half way through the year and we are watching everything. The auditors have returned and will be auditing FY15 which should get us current, we have been running about a year behind on audits. Every two years the agency has to complete a risk assessment project which the state requires and we analyze all of our activities, look for risk, how to mitigate those risk and look at the internal controls. We have started working on that process.

Commissioner Allison ask if anything scares her, Ms. French stated no, we have a lot of moving parts right now but we just keep an eye on them and watch how they are going.

Colonel Bryant stated we received our audit results for FY14 and we had no findings and that is accredited to our Administrative and Fiscal staff and the Commissioners need to be made aware of the good work they do.

Administrative Services – Lieutenant Mike Kennedy

Lieutenant Mike Kennedy presented an oral summary of the written report distributed to the Commission. He began by reporting the Human Resources/Personnel transactions for the

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month; the civilian transactions include two new hires, one promotion, three voluntary resignation, two retirements, and one extra help resignation. The commissioned transactions included one promotion, eleven lateral transfers, six retirements, one voluntary resignation, and two disciplinary actions. We currently have two department members on military deployments.

Regarding the ASP Health Plan, December paid claims were \$1,177,000 that is a decrease of \$126,000 from the previous month. The average discount savings for the month of December was 70%. We received a total of \$208,204 in reimbursements from our stop loss and we are expecting another \$70,000 sometime this week and will be reflected on next month's report. We will continue to monitor the fund balance, claims, and plan utilization on a monthly basis.

Lieutenant Mike Kennedy stated we are beginning the hiring process for the 2016 Troop School set to begin on May 8, 2016. We are accepting initial contact forms through February 19. With the current schedule, it is set for the recruits to graduate on September 29, then with the comp time they accrue and FTO program they should be on the schedule at the Troops in January 2017. It takes almost a year from the time the decision is made to have a school until they actually show up on the schedule as a member of the department.

Commissioner Allison asked if there were any recommendations on the Health Plan. Lt. Kennedy stated they had a meeting with Greg Hatcher this past week and with the changes that took effect on January 1, 2016, they are expecting a little over \$1 million in savings due to those changes. According to Greg, he looked at the numbers and that should put us pretty much neutral for next year. We will continue to monitor it and may be back with more recommendations next year. But pretty much the changes that were made are all that we can do internal as an organization without getting the Legislature involved. We can look at it in the middle of next year and if it is not enough we can do more of that, but without legislative involvement that is pretty much all we can do at this point.

### NEW BUSINESS:

Commission Chairman Guinn asked for a motion to approve the stipend of \$60.00 per meeting. Commissioner Christenson made the motion to approve the stipend payment and it was seconded by Commissioner Burns. The motion passed.

Commission Chairman Guinn asked for a motion to approve the mileage reimbursement. Commissioner Allison made the motion to approve the mileage reimbursement and it was seconded by Commissioner Shepherd. The motion passed.

### APPOINTMENT OF COMMITTEES FOR 2016:

Commission Chairman Guinn stated on the Health Insurance Committee, Commissioner Allison, Commissioner Burns, Commissioner Shepherd, and Commissioner Benton would serve and he asked for a motion appointing those four to the Health Insurance Committee.

Commissioner Shepherd made a motion to appoint Commissioner Allison, Commissioner Shepherd, Commissioner Burns, and Commissioner Benton to the Health Insurance Committee. Commissioner Christenson seconded the motion and the motion passed.

Commission Chairman Guinn stated on the Arkansas State Police Foundation, all commissioners would serve on the Foundation as nonvoting members, they will be advisors.

Commissioner Allison made a motion that all Commissioners serve on the Arkansas State Police Foundation as nonvoting members. Commissioner Basore seconded the motion and the motion passed.

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EXECUTIVE SESSION:

Commission Chairman Guinn announced the Commission would go into Executive Session to discuss personnel matters. Commissioner Shepherd made a motion to go into Executive Session, Commissioner Allison seconded and the motion passed. The Commission went into Executive Session at 10:21 a.m. and the open meeting resumed at 11:03 a.m.

Commission Chairman Guinn stated the ASP Commission needed to vote on a new member for the ASP Foundation. Commission Chairman Guinn asked for a motion on adding David Parker to the ASP Foundation. Commissioner Benton made to motion to approve David Parker as a new member of the ASP Foundation, Commissioner Allison seconded and the motion passed.

Commission Chairman Guinn asked if Colonel Bryant had any recommendations. Colonel Bryant stated we have several positions for promotion and my first recommendation is Corporal Robert Wilson for the Sergeant position in the Highway Patrol Division, Troop G, Howard, Little River and Sevier Counties. Commissioner Burns made a motion that Corporal Wilson be promoted to Sergeant, Commission Benton seconded and the motion passed.

Colonel Bryant recommended Corporal Brian Coty Williams for the Sergeant position in the Highway Patrol Division, Troop A, Pulaski County. Commissioner Christenson made a motion that Corporal Williams be promoted to Sergeant, Commission Allison seconded and the motion passed.

Colonel Bryant recommended Corporal Matthew Toon for the Sergeant position in the Highway Patrol Division, Troop H, Sebastian County. Commissioner Basore made a motion that Corporal Toon be promoted to Sergeant, Commission Shepherd seconded and the motion passed.

Colonel Bryant recommended Corporal Darrell Astin for the Sergeant position in the Highway Patrol Division, Troop D, Crittenden County. Commissioner Allison made a motion that Corporal Astin be promoted to Sergeant, Commission Benton seconded and the motion passed.

NEXT MEETING:

The next monthly meeting of the Commission will be held Tuesday, February 23, 2016 at 10:00 a.m.

With no more business, Commission Chairman Guinn asked for motion to adjourn. Commissioner Shepherd made a motion to adjourn the meeting, Commissioner Basore seconded and the motion passed. Commission Chairman Guinn adjourned the meeting at 11:10 a.m.

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Commission Chairman

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Commission Secretary