

MINUTES OF ARKANSAS STATE POLICE COMMISSION MEETING
November 10, 2016

The Arkansas State Police Commission met on Thursday, November 10, 2016 at the Arkansas State Police Headquarters, Little Rock, Arkansas.

Commission Chairman Guinn called the meeting to order at 10:05 a.m.

MEMBERS PRESENT:

Commissioner Frank Guinn, Chairman
Commissioner John Allison, Secretary
Commissioner Jane Christenson
Commissioner Bob Burns
Commissioner Neff Basore
Commissioner Bill Benton

MEMBER ABSENT:

Commissioner Dr. Lewis Shepherd, Vice-Chairman

STATE POLICE PERSONNEL ATTENDING:

Colonel Bill Bryant	Lt. Colonel Shawn Garner
Donna Humphries	Major Mike Foster
Major Lindsey Williams	Captain Mark Hollingsworth
Sherry Woods	Jenna Castleberry
Emma French	Captain Jeff Drew
Bill Sadler	Captain Charles Hubbard
Lt. Paulette Ward	Harmony Daniels
Jackie Baker	Robin Gifford
Lt. Ronnie Qualls	Captain John D. Carter
Captain Jason Aaron	Lt. Scott Woodward
Captain Wesley Smithee	Lt. David Lafferty
Sergeant Scott Russell	Elizabeth Johnson
Sergeant Kim Warren	Sergeant Kevin Richmond
Gary Glisson	Sergeant Stuart Woodward
Captain Alex Finger	Lt. Darran Austin
Sergeant Mike Moyer	Bridget White

OTHERS PRESENT:

Ret. Major Stan Witt, ASP Foundation	Major General Mark Berry – TAG
Sara Farris, Asst. Attorney General	Lauren Stroud

PLEDGE OF ALLEGIANCE:

Commissioner Benton led the pledge of allegiance.

NOTIFICATION OF MEDIA:

The media was notified of this meeting on November 1, 2016.

MINUTES:

Commissioner Allison made a motion to approve the minutes of the October 13, 2016 monthly Commission Meeting. Commissioners Benton seconded and the motion passed.

WEAPON RESOLUTION:

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 David Sims efficiently and effectively served the Arkansas State Police for a period of twenty-seven years, nine months, and twelve days;

WHEREAS: Captain David Sims retired from this department September 30, 2016;

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 David Sims 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, November 10, 2016, in accordance with Act 547 of 2003, awards him his Glock, Serial Number PKS303, as a token of their esteem and appreciation for service devoted to the Arkansas State Police.

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

R E S O L U T I O N

WHEREAS: Captain David Sims efficiently and effectively served the Arkansas State Police for a period of twenty-seven years, nine months, and twelve days;

WHEREAS: Captain David Sims retired from this department September 30, 2016;

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 David Sims 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, November 10, 2016 in accordance with Act 547 of 2003, determines the fair market value of the Remington shotgun, serial number PC535484, that Captain David Sims has carried be affixed at \$100.00, and that Captain David Sims 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 Section – Emma French

Ms. French gave an overview of the reports which were distributed to the Commission. She explained we are where we should be and we are watching everything. We went to our budget hearing, we also went to personnel committee and special language and we received executive recommendations, so that means we really shouldn't have to do anything else until the session starts. We also went to the audit committee for our audit findings and one thing the legislative audit pointed out to me is that I am suppose to make sure and announce in the Commission Meeting what the audit findings were so I am going to cover those so that everyone will know. We had two audit findings on contracts issues, one was the LDI contract and we did not procure that properly, we did not bid it as we should have and the second one was the Hatcher Agency Contract exceeded, when it exceeded \$50,000 we had an obligation to report it legislatively and we did not do that. The third one was the

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employee in CACD that stole, used the gas card to buy fuel for their personal vehicle and all that money has been repaid.

Commissioner Allison asked if we have had those kinds of findings before, I mean on, suppose to notify them when it gets over \$50,000. Emma stated that is a new rule and they said a lot of agencies were missing it. Commission Allison stated on the bidding process with LDI, what did we do wrong. Emma stated this happened several I guess it was back in 2015, we let our third party administrator perform or enter into the contract and pay the LDI people, the pharmacy people, but we actually signed the contract as it being between State Police and the pharmacy people but were letting our third party administrator pay it.

Administrative Services – Harmony Daniels

Harmony Daniels presented an oral summary of the written report distributed to the Commission. She began by reporting the Human Resources/Personnel transactions for the month; the civilian transactions include ten new hires, one promotion, one lateral transfer three voluntary resignations, one extra help hire, and two retirements. The commissioned transactions included four promotions, one reinstatement, thirty-nine lateral transfers, and one voluntary resignation. We currently have seven department members on military orders.

Regarding the ASP Health Plan, October paid claims were down, we paid \$1,207,410 which is a decrease of \$70,000 from last month. The fund balance is \$115,651 higher than it was this time last month for a total fund balance of \$6.4 million. Our average discount savings for the month of October was 71%. We will continue to monitor those claims and plan utilization.

EXECUTIVE SESSION:

Commission Chairman Guinn stated the Commission needed to go into Executive Session and we need a motion. Commissioner Burns made a motion to go into Executive Session for the purpose of considering employment, appointment, promotion, demotion, disciplining, or resignation of an employee, Commissioner Basore seconded and the motion passed. The Commission went into Executive Session at 10:11 a.m.

The open meeting resumed at 11:07 a.m. and no action was taken.

NEXT MEETING:

Commission Chairman Guinn stated next month's Commission Meeting will be held on Tuesday, December 06, 2016 at 10:00 a.m.

With no more business, Commission Chairman Guinn asked for motion to adjourn. Commissioner Burns made a motion to adjourn the meeting, Commissioner Benton seconded and the motion passed. Commission Chairman Guinn adjourned the meeting at 11:09 a.m.

Commission Chairman

Commission Secretary