

STATE OF ARKANSAS
DEPARTMENT OF HUMAN SERVICES (DHS)
DIVISION OF YOUTH SERVICES

BID # 710-20-0003

FOR

REGION 9 - GARLAND & CLARK COUNTIES
JUDICIAL DISTRICTS - 9-EAST & 18-EAST



OUACHITA
CHILDREN'S CENTER

SUBMITTED BY:

OUACHITA CHILDREN'S CENTER, INC.

339 CHARTEROAK - PO BOX 1180

HOT SPRINGS, ARKANSAS 71902

CONTACT: SUE LEGAL

PHONE: (501) 623-5591, x223 - FAX: (501) 623-4226

EMAIL: slegal@occnet.org

RESPONSE SIGNATURE PAGE

PROPOSAL SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION					
Company:	Ouachita Children's Center, Inc.				
Address:	PO Box 1180				
City:	Hot Springs	State:	AR	Zip Code:	71902
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit				
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Pacific Islander American <input type="checkbox"/> Women-Owned				
	AR Certification #: _____		* See <i>Minority and Women-Owned Business Policy</i>		
PROSPECTIVE CONTRACTOR CONTACT INFORMATION					
<i>Provide contact information to be used for bid solicitation related matters.</i>					
Contact Person:	Sheryl Staggs		Title:	Executive Director	
Phone:	501-623-5591		Alternate Phone:	501-623-5592	
Email:	sstaggs@occnet.org				
CONFIRMATION OF REDACTED COPY					
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>					
ILLEGAL IMMIGRANT CONFIRMATION					
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.					
ISRAEL BOYCOTT RESTRICTION CONFIRMATION					
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract. <input checked="" type="checkbox"/> Prospective Contractor does not and will not boycott Israel.					

An official authorized to bind the Prospective Contractor to a resultant contract shall sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's proposal to be disqualified.

Authorized Signature: Sheryl Staggs Title: Executive Director
Use Ink Only.

Printed/Typed Name: Sheryl Staggs Date: 4/6/2020

ALL AGREEMENT & COMPLIANCE PAGES

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: Sheryl Staggs
Use Ink Only.

Printed/Typed Name: Sheryl Staggs Date: 4/6/2020

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: Sheryl Staggs
Use Ink Only.

Printed/Typed Name: Sheryl Staggs Date: 4/6/2020

SECTIONS 3, 4, 5 - VENDOR AGREEMENT AND COMPLIANCE

- *Exceptions to Requirements shall cause the vendor's proposal to be disqualified.*

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section(s) of the bid solicitation.

Authorized Signature: Sheryl Staggs
Use Ink Only.

Printed/Typed Name: Sheryl Staggs Date: 4/6/2020

PROPOSED SUBCONTRACTORS FORM

PROPOSED SUBCONTRACTORS FORM

- **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.

SIGNED ADDENDA

NA – NOT APPLICABLE TO THIS RFQ

E.O. 98-04 CONTRACT GRANT & DISCLOSURE FORM

Contract Number _____
 Attachment Number _____
 Action Number _____
CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM
 Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: SUBCONTRACTOR NAME: _____
 Yes **No**
 IS THIS FOR:
 Goods? **Services?** **Both?**
 TAXPAYER ID NAME: Ouachita Children's Center, Inc.
 YOUR LAST NAME: Staggs FIRST NAME: Sheryl M.I.: _____
 ADDRESS: PO Box 1180 STATE: AR ZIP CODE: 71902 COUNTRY: USA
 CITY: Hot Springs

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	Relation
	Current	Former		From MM/YY	To MM/YY		
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (✓)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

Contract Number _____
Attachment Number _____
Action Number _____


Contract and Grant Disclosure and Certification Form

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:
Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature  Title Executive Director Date 4-6-0
Vendor Contact Person Erica Parker Title Business & Finance Director Phone No. (501) 623-5591

<u>Agency use only</u>	Agency	Agency	Contact	Contract
Agency Number <u>0710</u>	Name <u>Department of Human Services</u>	Contact Person _____	Phone No. _____	or Grant No. _____

EQUAL OPPORTUNITY POLICY

OUACHITA CHILDREN'S CENTER, INC.

Policy Name:	Harassment and Discrimination
Domain:	Human Resources
Policy Location:	Personnel Policy Manual – Operational Manual
Date of Adoption:	June 1, 2007
Approved by:	Board of Directors
Effective Date:	June 2007
Date of Revision:	2017
References:	HR 1

Equal Employment Opportunities (EEO)

OCC provides equal employment opportunities to all employees and applicants for employment, without regard to race, color, national origin, religion, sex (gender identity, gender orientation, pregnancy), age (over 40), marital or veteran status or the presence of handicaps or disabilities, or any other basis protected by state or federal law.

This policy of equal opportunities applies to all terms and conditions of employment. It includes, but is not limited to, hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation and training.

Americans with Disabilities Act (ADA)

Employment opportunities regardless of disability are based on the individual's ability to do the job. We recognize our moral and legal obligation to employ qualified disabled individuals. It is our goal to make reasonable accommodations when necessary to aid the employment and advancement of individuals with disabilities that are qualified to perform essential job functions.

Accommodations will be made upon request by any qualified employee with a disability as needed to perform the job tasks more effectively. Qualified employees will meet with the Executive Director to discuss any needed changes in relation to the duties of the job on an annual basis.

Harassment and Discrimination

OCC expressly prohibits any form of unlawful harassment of and/or unlawful discrimination against employees and co-workers based on race, national origin, religion, sex (gender identity, gender orientation, pregnancy), age (over 40), marital, and

OUACHITA CHILDREN'S CENTER, INC.

veteran status, the presence of handicaps or disabilities, or any other legally protected characteristic or status.

Harassment is defined as: Verbal or physical conduct which is insulting or intimidating...has the effect of interfering with an individual's work or performance...or creates an intimidating, hostile or offensive work environment.

Illegal discrimination is defined as: Actions and/or decisions taken because of an individual's legally-protected characteristics or status which result in harming, limiting or reversing the individual's employment status and/or employment opportunities.

OCC expressly prohibits any form of harassment or discrimination that interferes with the ability of any employee to perform his or her job duties. Any harassment or discrimination of fellow employees or clients will be subject to disciplinary action up to and including termination.

Procedure: Harassment and Discrimination Complaint

All employees of OCC are responsible for creating an atmosphere free of discrimination and harassment, whether of a sexual nature or otherwise. All employees are responsible for respecting the rights of co-workers.

If an employee experiences job-related harassment based on any of the legally-protected factors, or believes they have been treated in an unlawful, discriminatory or harassing manner by a supervisor or co-worker, the employee will follow the steps outlined in the Problem Resolution policy and procedures.

Retaliation Prohibited

OCC prohibits any type of retaliation against any employee who in good faith files a complaint under this policy or against any employee who assists in the complaint investigation. It is illegal to retaliate against a person because he or she complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.

Disciplinary Action for Harassment or Discrimination

Should OCC determine that an employee is responsible for harassing or illegally discriminating against another employee or against a member of the public with whom OCC does business, appropriate action will be taken against the offending employee, up to and including termination of employment.

INFORMAITON FOR EVALUATION RESPONSE

INFORMATION FOR EVALUATION

- Provide a response to each item/question in this section. Prospective Contractor may expand the space under each item/question to provide a complete response.
- Do not include additional information if not pertinent to the itemized request.

<u>TECHNICAL SOLUTIONS AND SCOPE OF WORK</u>	Maximum Available RAW Score
Contractor Qualifications	
Describe Bidder's experience meeting the requirement in RFQ Section 2.2(A)3	5 points
Provide Bidder's table of organization with all required licensure and certification documents as required in RFQ Section 2.2(A)8	5 points
Community Collaborations	
Provide Bidder's draft Community Partnerships Matrix with one (1) letter of support from each proposed partner as specified in RFP Section 2.4.	5 points
Staffing requirements	
Provide Bidder's proposed staffing roster for all services specified in the scope of work as specified in RFP Section 2.5(A)	5 points

See enclosed information

INFORMATION FOR EVALUATION**Technical Solutions and Scope of Work****Contractor Qualifications:**

202 A (3)

Ouachita Children's Center, Inc. has successfully contracted with the Arkansas Department of Human Services – Division of Youth Services in Garland (18 East Judicial District) and Clark (9 East Judicial District) Counties to provide emergency shelter care and outreach services for youth ages 10-17 and for youth age 10-21 for aftercare and their families since 1977. Services are provided for Family in Need of Services, Diversion, Supervision and Aftercare/Re-entry and include:

- a. Case Management: direct intervention to identify problems, needs, or adjustments of an individual and/or family. Activities include, but are not limited to the following:
- Addressing identified problems
 - Discussing alternative solutions
 - Planning for solutions
 - Telephone and/or email contacts with and/or on behalf of the client
 - Group work
 - Compliance monitoring
 - Community services
 - Supervisory conferences
 - Restorative justice
 - Intensive supervision and tracking
 - Advocating on behalf of the youth and family as needed
 - Follow-up
 - Attending juvenile court hearings and presenting recommendations
 - Conducting assessments upon request of the court or court staff and providing the court with recommendations

Group work includes the utilization of programs that have been proven to work at a national level. Follow-up services include performing the act or step(s) of additional activity on any current or previously initiated casework activity.

- b. Emergency Shelter: Services including room and board for youth whose circumstances or behavioral problems necessitate immediate removal from their homes or for youth released from a youth services facility that need temporary placement in the community. All youth in emergency shelter care are assigned a case manager and complete an individualized service plan with goals and objectives.

- c. Aftercare Case Management: Services specifically designed for youth committed to the Division of Youth Services. The Aftercare Case Manager is assigned the case upon commitment by the Juvenile Judge, completes a Field Evaluation, attends any required meetings with the placement facility, prepares a case plan prior to the youth's return to the community and supervises the youth's activities for up to 180 days of the youth's release to the community. Case managers assigned aftercare cases are responsible for the following:
- Visits at DYS facilities
 - Family visits
 - Soliciting involvement and maintaining contact with the school, courts, and other human service providers to meet the needs of the youth
 - Aftercare plan development and implementation
 - Field evaluations
 - Aftercare plan updates and revisions
 - Submitting required progress reports
 - Following DYS incident reporting policies
 - Attending court hearings and reviews
 - Completing assessments as requested by the court
 - Submitting discharge summary
 - Supervision of youth on Aftercare in the home, community
 - Drug screening
 - Electronic monitoring
 - Emergency shelter as either a part of the Aftercare plan or as a DYS or court ordered sanction
 - Other services as needed or indicated on the Aftercare Plan
- d. Interstate Compact: Provides for home evaluations and supervision of delinquent juveniles on parole (Aftercare) status who are placed in Arkansas through the Arkansas Interstate Compact on Juveniles. Components include; initial evaluation, supervision, follow-up reports, and discharge.
- e. Transitional Living: Transitional Living services are provided as part of a youth's Aftercare Plan as a way to promote successful transition back into the community and as a way to assist the youth in the achievement of social adjustment, employment, and educational success.
- f. Graduated Sanctions: Integrated intervention strategies designed to operate in unison that will enhance accountability, ensure public safety, and reduce recidivism by preventing future delinquent behaviors. Sanctions have included; drug testing, electronic monitoring, emergency shelter placement, community service, etc.

- g. Afterschool ACT2 Program: Educational prevention and skill-building groups offered to court ordered and youth within the community. Program continues to provide evidence-based groups to include:

Name/year began	Evidence- /Promising Program	Age group	Description
Girls' Circle 2007 2015	Girls' Circle (Promising Program) Addition of "Sisters Saving Sisters" evidence-based gender specific pregnancy prevention program	9-20	Encourages the development of strength, courage, confidence, honesty and communication skills for girls Partnership with Garland County Health Unit for clinical services
The Council for Boys 2008 2015	The Council for Boys (Promising Program) Addition of "Wise Guys" evidence-based gender specific pregnancy prevention program.	9-20	Strength-based group approach to promote boy's healthy adolescent development Partnership with Garland County Health Unit for clinical services
Life Skills 2014	ARISE (evidence-based)	At-risk youth all ages	From anger management to critical employment skills
Open Minds Recovery Group 2013	Utilizes cognitive behavioral therapy and motivational interviewing	Youth with a history of substance abuse	Recovery group for youth with history of substance abuse
Active Parenting 2011 2015	Families in Action (evidence-based) Active Parenting 5-12 year olds (evidence-based)	Parenting group that includes youth age 12-18	Parenting guidance and support for guardians of tweens-teens Helps to turn challenges into opportunities for growth
Anger Management	ARISE (evidence-based)	9-18	Encourages youth to think about the consequences of anger with encouragement of alternatives

Individual, group and family therapy are provided by a licensed therapist on-site and for youth in the Garland County Juvenile Detention Center. The SAVRY assessment is completed by the Juvenile Courts for the past 3 years to determine risk.

Qualifications past 5 years with DYS Contract:

CONTRACT YEAR	TOTAL CONTRACT AMOUNTS
July 2014 – June 2015	\$647,946
July 2015 – June 2016	\$647,946
July 2016 – June 2017	\$574,722
July 2017 – June 2018	\$625,973
July 2018 - June 2019	\$680,767
Contract Responsibility: Performance Based Comprehensive Community Based Service Contract for the 18 th and 9 th East Judicial Districts	
Population Served: Diversion, Adjudicated FINS and Adjudicated Delinquents ages 10-17, Aftercare for committed youth age 10-20.	
Description of Services: Case Management, Emergency Shelter, Targeted Case Management, Intensive Casework Management, SOP, Specialized Aftercare, Restorative Justice, Intensive Supervision and Tracking, and Short Term Detention for youth ages 10-17. Aftercare services to age 21	
Experience: Ouachita Children’s Center, Inc. has provided emergency shelter, prevention, intervention and aftercare case management since 1977, and performance based contracting since 1996	
Customer Reference:	
18th Judicial District (Garland County)	<p>Honorable Wade Naramore</p> <p>501-622-3772</p> <p>wnaramore@garlandcounty.org</p> <p>Garland County Juvenile Court 607 Ouachita, Room 120 Hot Springs, AR 71901</p>
9th Judicial District (Clark County)	<p>Honorable Blake Batson</p> <p>870-246-8218</p> <p>Blake.Batson@ClarkAR.us</p> <p>Clark County Juvenile Court 401 Clay St. Arkadelphia, AR 71923</p>

OUACHITA CHILDREN'S CENTER, INC.**COMMUNITY COLLABORATIONS**

Name	Agency
Juvenile Judge Wade Naramore	Judicial District 18 East
Former Judge Vicki Cook	Retired Judicial District 18 East Current Ouachita Children's Center Board Member
Juvenile Judge Blake Batson	Judicial District 9 East
Becky Rosburg, Assistant Superintendent	Hot Springs School District
Susan Millerd, LCSW , Intervention Specialist	National Park College
Robert Gershon PhD	Ouachita Behavioral Health and Wellness
Elan Kesilman, Reach & Rise Director (mentoring program)	Hot Springs Family YMCA

Additional collaborations (unable to obtain letters)

- Gurden Public School District
- Workforce
- Juvenile Probation officers partnerships are included with Juvenile Judges
- Prosecutor offices (Garland and Clark)
- Quapaw House, substance abuse provider



**HON. WADE NARAMORE
CIRCUIT JUDGE
DIVISION II
18TH JUDICIAL DISTRICT – EAST**

GARLAND COUNTY COURTS BUILDING • 607 OUACHITA AVE., RM. 120 • HOT SPRINGS, ARKANSAS 71901
TELEPHONE: (501) 622-3770 • FAX (501) 321-0067 • PROBATION TELEPHONE: (501) 622-3772

**CIRCUIT JUDGE:
WADE NARAMORE**

March 25, 2020

TRIAL COURT ADMINISTRATOR:
SARAH BEATY, CCM, ext 2817

COURT REPORTER:
RENÉE HÉBERT DAUGHERTY,
CCR, ext 2814

CHIEF INTAKE OFFICER
KEVIN HOFFMAN, ext 2811

OFFICE ADMINISTRATOR
EDJE MUIHOLLAND ext 2825

CHIEF PROBATION OFFICER
MIKE HAWTHORNE, ext 2821

FINS INTAKE OFFICER:
TAMMY LAMBERT, ext. 2823

DRUG COURT COORDINATOR:
CHRIS BURROW, ext 2819

DELINQUENT INTAKE ASSISTANT
PROBATION OFFICER
KELLY DEDRICK, ext 2820

INTENSIVE TRACKING/
PROBATION OFFICER:
LISA HAYNES, ext 2831

PROBATION OFFICER:
MARSHA RAWLINS, ext 2828

PROBATION OFFICER:
MICHAEL RIMA, JR., ext 2829

PROBATION OFFICER
LAVON CHATMAN, ext 2815

PROBATION OFFICER:
JENNIFER DARTER, ext.2827

DEPUTY CLERK
FREDDY BELL, ext 2834
RONANDA GARRETT, ext 2824

RECEPTION DESK: ext 2810
YENI CARRANZA

RESTITUTION/
COMMUNITY SERVICE COORDINATOR:
ANNETTE NEPE, ext. 2816

CRISIS INTERVENTION OFFICERS:
CONTACT BY CELL 282-1511
DEREK MATULA
BEA WALLACE
ANGELICA CROCKETT

Dear Sir or Madam:

Please accept this letter in support of Ouachita Children’s Center’s (OCC) proposal to the Division of Youth Services to continue providing comprehensive community-based services for youth in Garland County.

Ouachita Children’s Center does case management for children under juvenile court jurisdiction who are dependent-neglected, members of families in need of services (FINS) and delinquent. They provide the best, most effective, comprehensive, and thoughtful casework program available in our area. We know that we can always rely on OCC to be present during Court for family assessments and offer to the court recommendations accordingly.

The services provided by Ouachita Children’s Center include case management, emergency shelter, sanctions, after school groups, parenting programs and casework for Garland County youth and aftercare services for youth discharged from DYS. The programs and services of OCC promote and encourage juveniles to make necessary and positive changes in their behavior and thinking. This in turn achieves some success avoiding future court involvement. I truly feel that working with at risk youth is not a profession, but a calling. OCC staff provide support and hope for these youth and their families that can be life changing.

Ouachita Children’s Center is the only residential childcare facility providing emergency shelter services in Garland County, which makes it a vital part of this community. It is a stable facility, having provided services for youth in Garland County for 42 years.

Ouachita Children’s Center is an asset to our community and we are very fortunate to have them. Garland County Juvenile Court is proud to continue collaborating with this excellent community-based provider.

Sincerely,

Wade Naramore
Wade Naramore
Circuit Judge

Dear DYS Grant Providers,

Sheryl Staggs, the Executive Director of Ouachita Children, Youth and Family Services requested I write you a letter of support and I am honored to comply.

My history professionally working with Ouachita Children, Youth and Family Services, F/K/A Ouachita Children's Center, INC hereafter referred to as OCC, began in 1982 when I became a practicing attorney. I was appointed by the Circuit Courts to be an Attorney Ad Litem for many children placed at OCC and worked directly with the staff as the Juvenile Public Defender, I also served as a board member. During those ten years the children I represented placed at OCC were nurtured, valued and for many this positive experience encouraged them to have new found confidence in themselves and trust that there were folks who cared about their future in school and in the community.

When I became a Circuit Judge in 1993 I heard mostly domestic Relation cases but often children placed at OCC appeared in court frightened and confused and their OCC caseworker and therapist gave them the much needed ears to listen and care and let them know they had value and were valuable and help them better understand their parents' behavior. In 1995 I was elected to hear 100% Juvenile cases and relied heavily on OCC's staff and Executive Director's expertise. A familiar refrain whenever I heard Family in Need of Service, Delinquent and Dependent Neglect cases was my question "does OCC have any beds?" I knew children placed there would be safe, receive therapy, compassion and learn the importance of following rules and being a team player.

The aftercare program provided to Juveniles after DYS commitment was essential to encourage transition back into their community. Both at home and at school with assistance for job placement and college applications these juveniles began to take pride in their successes. The RFQ emphasis on providing aftercare and vocational services is an excellent program and a good fit for Ouachita Children, Youth and Family services.

I have been on the board since 2018 and can proudly report it is the most effective, efficient and productive board I have served on. Which since my retirement December 31, 2014, much to my husband's dismay takes more than one hand to count.

In closing, thank you for consistently working for the best interest of the youth in Arkansas.

With Warmest Regards,
Vicki Shaw Cook

STATE OF ARKANSAS
Ninth-East Judicial District

Karrie Goodman
Trial Court Assistant

Jerri Smith
Court Reporter



412 Crittenden Street
Arkadelphia, AR 71923

Telephone: 870-246-8218
Facsimile: 870-246-9378

C. A. BLAKE BATSON
Circuit Judge

April 1, 2020

RE: Ouachita Children's Center

To Whom It May Concern:

Ouachita Children's Center (OCC) provides critical services for the rehabilitation and support of our at-risk youth in Clark County. They deliver the necessary case management, emergency shelter, and psycho-educational support groups to these juveniles. Additionally, OCC provides and administers casework, including sanctions, for DYS committed youth and for youth on aftercare.

The programs and services that OCC provides advances the much-needed accountability and support to our adjudicated juveniles and their families. Ouachita Children's Center trains and equips our juveniles and their families to make positive changes in their behavior. Those changes are the goals this Court has for every juvenile and their family.

The services provided by OCC are vital for the needs of the children that come before this Court.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. A. Batson".

Blake Batson
Circuit Judge
9E Judicial District



Hot Springs School District

Stephanie Nehus, Ed.D

Division of Children and Family Services
Division of Youth Services
700 Main Street
Little Rock, AR 72203

To Whom It May Concern,

This letter is in support of Ouachita Children's Center (OCC). Garland and Clark Counties are blessed to have the services OCC provides its youth. OCC's contract with DYS and DCFS to provide shelter, case management and other supportive services for these kids are what we need in order to meet their social and emotional needs. Only then can we begin to educate them.

Through the Federal Title 1 program, the Hot Springs School District has had the opportunity to work closely with OCC. During this association, OCC has successfully fulfilled the obligations and goals required by the program.

OCC has demonstrated extensive experience and credibility in working with troubled and delinquent youth. It has always directed its efforts toward the needs of the students and has insisted on compliance.

OCC has the qualifications, management techniques, and established performance needed to work with troubled youth. Dedication and hard work have made OCC a valuable resource to the community, and the Hot Springs School District supports OCC in its efforts.

Sincerely,

A handwritten signature in cursive script that reads 'Becky Rosburg'.

Becky Rosburg, Assistant Superintendent

National Park College
101 College Drive
Hot Springs, Arkansas 71913

March 31, 2020

Arkansas Division of Youth Services

Re: Ouachita Children, Youth and Family Services

To Whom It May Concern,

It is with pleasure that I write this letter of recommendation for Ouachita Children, Youth, and Family Services in their work to renew their contract to continue to provide services to the youth in our community. We at National Park College have been pleased to work collaboratively with them in this effort. Currently we are providing youth the opportunity to complete their GED at NPC. This completion offers the youth the opportunity for scholarships at NPC in their efforts to achieve secondary education.

OCYFS has been supportive of National Park College, both students and staff, for several years. Through this partnership, we have made a difference to youth and their families in our community.

As the mental health professional at National Park College, I am proud to recommend the continuation of support you can offer OCYFS and to continue our ongoing work with them.

Please feel free to contact me if you have questions or need for more information.

Sincerely,

*Susan Millerd, LCSW
Intervention Specialist
National Park College
501-760-4163
smillerd@np.edu*



March 25, 2020

To Whom It May Concern,

This letter is in support of Ouachita Children's Center (OCC) endeavor to secure a contract with the Division of Youth Services (DYS).

As an organization that provides counseling among many other services, we work closely with OCC to provide services to their youth. Ouachita Behavioral Health and Wellness (OBHAW) has a long standing working relationship with OCC and anticipates this to continue for many years to come. In fact, we just asked OCC to collaborate with us on a grant we obtained through the Substance Abuse and Mental Health Services Administration.

Up until 2018, we provided a Licensed Mental Health Professional to provide on-site behavioral health services to OCC clients in the emergency shelter. OCC has since then hired their own Licensed Therapist who is able to provide these services in house. Ouachita Behavioral Health and Wellness now accepts referrals to offer behavioral health services to clients of OCC that have been discharged from the shelter and aftercare youth that have been discharged from DYS. Both organizations have a commitment to provide the best care possible to improve the well-being of adults, youth and families.

Ouachita Children's Center plays a vital role to this community by providing a safe environment for our youth at risk. It is apparent that they work diligently to satisfy their mission of providing quality services for children, youth, and families, to empower them to achieve lifelong success.

Thank you for this opportunity to demonstrate our willingness to collaborate. I fully support and recommend that Ouachita Children's Center request for DYS funding be approved so they may continue to provide services to juveniles of Garland County.

Respectfully,

Robert Henson, Ph.D; CEO



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

March 31, 2020

To Whom It May Concern,

This letter is in support of Ouachita Children's Center (OCC) with our agency, the Hot Springs Family YMCA in regards to their application for the DYS contract.

Our organizations have like-minded purposes, and, knowing that our goals and mission align, it is a partnership that makes sense. Several years ago, we worked together on a summer enrichment program to help students retain what they learned during the school year. OCC provided the educational aspect, and the Hot Springs Family YMCA provided the recreational aspect, better known as Fusion 360

The YMCA has a well-established mentoring program, called Reach & Rise. The program was established to provide positive growth-inducing relationships with adults and to make a difference in youths' lives, while creating safe, healthy, and meaningful relationships. Every mentee will have a growth plan with two to five goals. Some of the goals include improving family relationships, workforce development, school engagement, and friendship building. If OCC is unable to locate and pair a mentor for their youth, then the Hot Springs Family YMCA will be able to meet that need through our referral system.

Thank you for this opportunity to demonstrate our willingness to collaborate. I fully support and recommend that Ouachita Children's Center request for DYS funding be approved so they may continue to provide services to youth of Garland County.

Respectfully,

A handwritten signature in blue ink that reads "Elan Kesilman".

Elan Kesilman
Reach & Rise Director
Hot Springs Family YMCA
ekesilman@hsymca.org
501-623-8803 x 108

**OUACHITA CHILDREN'S CENTER, INC.
STAFFING REQUIREMENTS**

Staff Name	Title	Qualifications	Years of Service in current role	Resume Included Y (yes) N (no)	Roles & Responsibilities Related to specific Required Services
Sheryl Staggs	Executive Director	MBA Business Administration Accounting	2 months (5 years previous as Business & Finance Director)	Y	Oversight of entire agency, reports directly to Board of Directors
Erica Parker	Business & Finance Director	MBA Business Administration Accounting	1 month	Y	Completes all financial accounting for grants to include invoicing
Sue Legal	Planning & Compliance Director	BA Psychology Criminal Justice	10 years (22 years total with OCC)	Y	Writes all grant proposals and ensures compliance through quality improvement activities
Amy Higgins	Clinical Director	LSW LMSW LCSW Licensed Clinical Social Worker	2 years	Resume & Clinical Social Worker license included	Oversight of DYS and DCFS programs to include all services specifically required in RFQ

**OUACHITA CHILDREN'S CENTER, INC.
STAFFING REQUIREMENTS**

Staff Name	Title	Qualifications	Years of Service in current role	Resume Included Y (yes) N (no)	Roles & Responsibilities Related to specific Required Services
Tammie Diggs	Therapist	LMSW Licensed Master Social Worker	2 years	Y Resume and License included	On-site therapist, conducts individual, group and family counseling in emergency shelter and at Garland County Juvenile Detention Center
Cathy Dickens	Clark County Services Coordinator 9E	BA Social Sciences	10 years total	Y	Provides direct or indirect intervention to identify problems, needs, progress, etc. for youth committed to DYS facilities Works with FINS, Diversion, and Delinquent youth remaining in own homes within the community
Glenn Caradine	Clark County Assistant Case Manager 9E	High School Diploma 2 years College			Works under direction of Clark County Services Coordinator to provide case management to youth who are FINS, Diversion, and Delinquent remaining in own homes within the community
Rebecca Nganou	Aftercare Case Manager 18E	BA Social Work	9 months	Y	Provides direct or indirect intervention to identify problems, needs, progress, etc. for youth committed to DYS facilities Works with FINS, Diversion, and Delinquent youth remaining in own homes within the community
Stefanie Schauf	Case Manager 18E	BS Human Services	7 months	Y	Provides direct or indirect intervention to identify problems, needs, progress, etc. for youth referred to emergency shelter program and with youth in outreach (FINS, Diversion, Delinquent)
Marcus Tatum	ACT2 Coord. & Agency Trainer	BS Sports Mgmt Fall 2020	5 months (11 yrs. total with OCC)	Y	Plans and coordinates afterschool activities and groups for youth in shelter and community. Provides training to all new direct care staff members.

**OUACHITA CHILDREN'S CENTER, INC.
STAFFING REQUIREMENTS**

Staff Name	Title	Qualifications	Years of Service in current role	Resume Included Y (yes) N (no)	Roles & Responsibilities Related to specific Required Services
Nekeia Beal	Direct Care Staff	GED 2 yrs. Community College	6 years	Y	Direct supervision and role model of youth in emergency shelter
Rennell Litzey	Direct Care Staff	High School Diploma 2 yrs community college	6 years	Y	Direct supervision and role model of youth in emergency shelter
William "Buddy" Loyd	Direct Care Staff	GED	3 years	Y	Direct supervision and role model of youth in emergency shelter

SHERYL STAGGS

sheryl.staggs@yahoo.com
101 Long Island Dr. #103, Hot Springs , AR 71913 (c) 501-922-7100

Summary I have twenty nine years experience in Accounting coupled with fifteen years of management. Proficient in Microsoft Office, Lawson, Kronos, Quickbooks and have past experience with Mas90. Able to work independantly and welcomes challenges.

Education

MBA , Henderson State University
 BBA, National University

Technical Experience

Ececutive Director

1/2020- Present

Ouachita Childrens Center, Hot Springs, AR

- Provide leadership to agency, overseeing all administrative and operational aspects
- Promote, develop and maintain positive working relationships with community organizations, and stakeholds serving as the “face of OCC”
- Ensure compliance with safety, health and ethical standards, state regulations and licensing and accreditation requirements
- Provide information and guidance to the Board of Directors on needs and opportunities for the agency and community
- Develop and implement necessary and appropriate written operational policies and procedures to ensure effective operations in support of children served
- Ensure preperation of an annual budget in conjunction with Finance committee to be submitted to the Board for approval
- Attend and report to the Board of Directors’ meetings and committee meetings as requested
- Select staff in accordance with employment policies, designate duties and lines of authority and communication

Business and Finance Director

5/2016- 12/2019

Ouachita Childrens Center, Hot Springs, AR

4/2011 – 7/2013

A not for profit emergency shelter for youth with operating revenues of \$1,500,000.

- Prepare annual budget and present to the Finance committee
- Serve as human resource manager including employee fringe benefit administrator
- Prepare payroll and file necessary payroll taxes and reports
- Prepare financial statements bi-monthly and present to the finance committee
- Take minutes during board meetings and transcribe for record keeping
- Record transactions in quickbooks for A/P, A/R, J/E and Payroll
- Work with CPA firm in completing the annual audit
- Complete governement billing for DYS, ESG, NSLP, FEMA
- Supervise administrative support staff as needed

Staff Accountant II

St. Josephs Mercy Hospital, Hot Springs, AR

5/2010 -4/2011

A not for profit hospital offering accute, specialty and critical care access with operating reveunes of \$193,000,000.

- Maintain fixed asset system with additions, deletions and adjustments
- Reconcile fixed asset system to general ledger and make necessary adjustments
- Prepares and maintains various balance sheet account reconcilations and schedules
- Research accounts monthly for variance and make necessary journal entries
- Assit with annual financial audit and physical count inventory
- Assit with preperation of annual form 990
- Responsible for registring all company vehicles and assessing all property taxes on buildings and land

Controller

First Capital Residential, Little Rock, AR

3/2008 – 5/2010

A property management company for residential living units, with total combined operating revenues of \$8,000,000

- Prepare and review the companies financial statements and investigates and justifies any major fluctuation in accounts
- Establishe relationships with banks and other financial institutions
- Plan, organize and controls all activities of the department
- Responsible for communicating with the President on all financial matters
- Manage all cash accounts for each property (14 total) including reserve accounts
- Reconcile bank accounts for all properties
- Adminstrator for employee benefits ie: health, dental, IRA, vision
- Prepare payroll for 60 employees and maintain personnel files
- Prepare monthly, quarterly and annual payroll reports ic: 940, 941
- Responsible for timely federal tax deposits
- Manage administrative staff in corporate office
- Reconcile a/r, a/p and liability accounts to the general ledger
- Approve invoices for payment
- Perform fiscal year end accounting close outs with Auditors

Director of Finance

Good Samaritan Campus, Hot Springs Village, AR

8/1999 to 8/2006

A continuing care retirement facility including independent living, assisted living and nursing home care with annual operating revenues of \$6,200,000.

- Review financial statement monthly and monitor actual costs to budget
- Evaluate performance within departments with respective managers monthly
- Prepare yearly budget (operational and capital)
- Supervise all accounting functions, human resources and daycare center
- Maintain checking, savings and investment accounts
- Maintain sub ledgers of all gift/endowment accounts and transfer funds as needed
- Responsible for decision making, facility and staff in Administrator's absence
- Responsible for the financial cash flow of the company
- Ensure that billing procedures mandated by Government and State are followed
- Responsible for maintaining electronic equipment and software on the campus
- Reconcile patient accounts
- Collect accounts over 90 days using necessary collection procedures

ERICA N. PARKER
202 Millbranch Ct
Hot Springs, Arkansas 71901
(870) 643-9149
ericaparker24@gmail.com

PROFESSIONAL SUMMARY

Motivated business professional with excellent communication and analytical skills demonstrated by 10+ years in the financial industry. Passionate about learning, educating youth and being involved in my local community.

TEACHING EXPERIENCE

08/08-08/09 University of Arkansas at Pine Bluff, Pine Bluff, AR

Adjunct Professor

- Taught undergraduate courses in Business Ethics through lectures and case scenarios
- Prepared material for course lectures
- Evaluated student learning by administering test and assigning written exams on case studies

PROFESSIONAL WORK EXPERIENCE

03/20- Present Ouachita Children's Center, Hot Springs, AR

Business & Finance Director

- Maintains a complete and systematic set of records for all financial transactions
- Prepares payroll and payroll tax reports
- Supervises administrative support staff
- Performs new hire background and reference checks
- Performs other duties as assigned

06/18-02/20 Regions Bank, Hot Springs, Arkansas

Financial Relationship Consultant

- Achieve branch targets and goals by identifying customer needs and providing appropriate guidance and perspective about Regions solutions
- Educates and advises customers on Consumer and Business products and services.
- Ownership and resolution of customer issues
- Provides an optimal customer experience, including handling customer's transactional needs.

10/12-06/17 Simmons First National Corporation, Pine Bluff, Arkansas,

Financial Analysis Officer

- Analyze financial statements of a highly complex nature pertaining to commercial loan customers
- Prepare cash flow and working capital analysis by evaluating sources and uses of funds to determine a customer's ability to repay debt obligations.
- Present results of analyses in a concise, well written understandable form for the use of board members and executive and senior management.

8/09-10/12 Simmons First Bank of Hot Springs, Hot Springs, AR

Commercial Lending Representative

- Analyze financial statements pertaining current and potential to commercial loan customers
- Prepare cash flow and working capital analysis by evaluating sources and uses of funds to include projections and preparation of pro-forma statements to determine a customer's ability to repay debt obligations.
- Provide individuals and businesses with funds to finance commercial and consumer needs

EDUCATION

University of Arkansas at Pine Bluff - December 2004

Bachelor of Science in Accounting

University of Phoenix Online Flexnet, Little Rock, Arkansas - March 2007

Masters in Business Administration

Sue Legal
54 North Badalona Dr.
Hot Springs Village, Arkansas 71909

EXPERIENCE:

2/10 – Present **OUACHITA CHILDREN'S CENTER – Hot Springs, Arkansas**

Position: ***Planning and Compliance Director***

Responsibilities: Develop and monitor compliance with agency policies and procedures, outcome measurements and local, state and federal guidelines. Complete and submit grant proposals under the direction of the Executive Director. Monitor compliance with all grants, accreditation and licensing standards. Develop and implement training for agency staff either directly or through arrangements with other resources. Collect and analyze data according to agency goals and objectives.

12/06 – 2/2010 **OUACHITA CHILDREN'S CENTER – Hot Springs, Arkansas**

Position: ***Director of Quality Improvement.***

Responsibilities: Lead agency towards goal of achieving COA accreditation. Wrote and compiled documentation for OCC self-study as submitted to COA for accreditation. Monitor performance indicators for compliance with all grants, accreditation and licensing standards. Collect and analyze data according to agency goals and objectives. Report results quarterly to stakeholders. Worked directly with executive director to develop and or revise agency policies and procedures to meet agency, state and federal guidelines. Developed and implemented in-service training curriculum for agency staff directly and through arrangement with other resources. Maintain documentation of training materials and staff training hours

12/05 – 2/2011 **OUACHITA CHILDREN'S CENTER – Hot Springs, Arkansas**

Position: ***Reproductive Health Coordinator.***

Responsibilities: Coordinating a Reproductive Health Care Program in collaboration with Garland County Health Department. Develop and implement a partnership Reproductive Health Care Program for teens with the Garland County Health Department. Responsible for developing the program forms, scheduling outreach groups, developing and maintaining program assessment tools and outcome data Responsible for coordinating Responsible Living Groups in Garland County's Alternative Learning Environment Schools. Responsible for coordinating referrals and ensuring/providing transportation for Teen Clinic Responsible for monthly, quarterly and yearend reporting as required by Arkansas Department of Health – Women's Services. Maintain client records. Maintain public relations for the program. Provide follow-up for youth receiving services

08/03 – 12/05 **OUACHITA CHILDREN'S CENTER – Hot Springs, Arkansas**

Position: ***Residential Supervisor***

Responsibilities: Coordination of residential program operations and activities. Hire, train and supervise Direct Care Staff, Cook, and Maintenance personnel. Monitor shelter documentation. Prepare USDA reports and other food service inventory reports as required. Oversee food purchasing, menu planning and food preparation. Purchase and stock emergency medical and first aid supplies Oversee upkeep of building and grounds. Conduct weekly staff meetings with Direct Care Staff.

08/98 – 08/03 **OUACHITA CHILDREN'S CENTER – Hot Springs, Arkansas**

Position: ***Case Manager***

Responsibilities: Provided targeted case management and case management services for residential and non-residential youth to prevent further advancement in the juvenile justice system. Function as liaison with the juvenile courts, schools, and community-at-large. Provide intensive supervision and tracking for youth that had been sanctioned by the juvenile court. Develop and implement re-entry case plans and provide Aftercare Case Management services for youth released from Division of Youth Services (DYS) and Division of Youth Services DYS Serious Offender Program (DYS SOP) programs. Conduct court assessments and make appropriate referrals. Attend weekly staffing and participate in the OCC on-call rotation. Develop and implement case plans with clients and their families. Provide referral and placement services to ensure that youth are treated in the less restrictive environment. Maintain case file documentation as set forth in performance indicators.

07/97 – 08/98 D.B.A./Harbor House – Hot Springs, Arkansas

Position: ***Rape Prevention Program Director/ Children's Advocate***

Responsibilities: Recruit, schedule, train and supervise volunteers. Setup, organize and directly participate in training of staff and volunteers. Participate in training of Hot Springs Police Department and Department of Human Services on dynamics of domestic violence. Speak to various organizations and civic groups on domestic violence and rape prevention. Refer residents of Harbor House to outside agencies in preparation to begin life outside of domestic violence situations. Assist with orders of protection; act as court witness when necessary to cases of domestic violence, rape and child abuse. Maintain files on donations, volunteers, etc. Participate in fundraising and public relations projects, facilitate children's groups, and assess children for referrals to outside agencies when necessary. Participate in COPS Program working directly with Police Department with on-site calls to homes with domestic violence situations Participated in rotation of domestic violence and rape hotline calls.

01/97 -05/97

DEPARTMENT OF COMMUNITY PUNISHMENT AREA IV ADULT PAROLE – Hot Springs, Arkansas

Position: ***Student Intern***

Responsibilities: Writing reports, observation of parole officer's interaction with parolees. Attend revocation hearings in jails and accompany officers on community and home visits.

EDUCATION:

UNIVERSITY OF ARKANSAS LITTLE ROCK – Little Rock, Arkansas

Bachelor of Arts – Major: Psychology/ Minor: Criminal Justice

Berkley High School – Berkley, Michigan

Certified Grant Proposal Writer – Ft. Hayes University 2015

SPEICAL TRAINING

06/97

Crisis intervention training for victims of sexual crimes and domestic violence

Served on Board of Directors for D.B.A. Harbor House 1999

Currently member of National Park Community College Criminal Justice Board since 2011

Currently member of Balance of State Continuum of Care Board – Arkansas since 2013

AMY L. HIGGINS

OBJECTIVE

To obtain a career in the field of social work in order to utilize and enhance the skills which I have acquired through my formal training and education. I will provide consistent support for my colleagues and those I serve through competent delivery of evidence-based services and ethical practice.

EXPERIENCE

2018-Present Ouachita Children's Center Hot Springs, AR

Licensed Clinical Social Worker/Clinical Director

- Supervise various programs and staff
- Conduct weekly staff meetings
- Actively participate in on-call rotation
- Attend and participate in a variety of meetings in the community
- Work closely with court personnel, DCFS, DYS

2017-2018 CHI St. Vincent Rehabilitation Hospital Hot Springs, AR

Licensed Clinical Social Worker

- Plan and conduct daily Team Conference meetings
- Coordinate patient's care
- Discharge planning
- Conduct initial assessments
- Facilitate referrals

2015-2017 Ouachita Behavioral Health and Wellness Hot Springs, AR

Licensed Master Social Worker

- Complete intakes
- Develop Treatment Plans
- Conduct individual/family/group therapy
- Supervise Mental Health Paraprofessional

2002 - 2015 Greene County Tech School District Paragould, AR

Licensed Social Worker

- Coordinated school back-back program
- Worked with Truancy / FINS court / Juvenile Offices
- Provided direct care services including behavior modification
- Actively participated in IEP / SAT / Multidisciplinary Meetings

- Assisted with development of Day Treatment program and alternative program in the school setting
- Coordinated the Luch Buddy program
- Worked on the school's personal policy committee

1999-2002 Department of Children & Family Services Paragould, AR

Family Service Worker

- Investigated child abuse reports to determine status of safety in placing children in successful environments
- Maintained up-to-date reporting and court records
- Coordinated services with CACD regarding Priority One abuse reports
- Assisted with coordination of foster care placements and family reunification
- Provided parent education under protective services and assisted families in developing improved structure and linking them with available area resources (i.e. Medicaid, Food Stamps, etc.)
- Managed case loads in all three areas (Investigations, Foster Care, Protective Services)

EDUCATION

1995-1999 Arkansas State University Jonesboro, AR

- **B.A. in Social Work**

2012-2015 Arkansas State University Jonesboro, AR

- **Master in Social Work**
- Vice President of the Masters of Social Work Student Organization (MSWSO)
- Awarded for presentation on Domestic Violence and Religion

CURRENT LICENSE

Arkansas State Licensed Social Worker (2000 – Present)

Arkansas State Licensed Master Social Worker (2015-Present)

Arkansas State Licensed Clinical Social Worker (2018-Present)

 CLINICAL EXPERIENCE

2014 - 2015 Mid-South Health Systems Paragould, AR

Field Placement III & IV

- Observed Conducted Clinical Diagnostic Assessment
- Completed diagnosis utilizing DSM-IV-TR
- Observed / Assisted with Crisis Intervention Services
- Conducted Individual & Family Therapy services independently
- Assisted client/families in development of comprehensive plan of care
- Conducted group services with adult mentally ill
- Assisted with development and implementation of ACT Mindfulness 8-week group program

2013 - 2014 Greene County Tech Day Treatment Paragould, AR

Field Placement I & II

- Facilitated group therapy program with children (K-6 grade)
- Conducted assessments for intake into program
- Observed individual service delivery
- Participated in SAT / IEP meeting
- Coordinated service referrals for outside programs
- Assisted families in acquiring needed resources (i.e. Medicaid/Food Stamps, etc.)
- Observe crisis assessment and intervention
- Assisted with development and implementation of behavior plans

 TRAINING & CERTIFICATION

- PCM Certified by Greene County Tech
- T.A.C.T. certified by Mid-South Health Systems
- 55 hours of Autism / ASD training
- 40 hours of Boys Town Model training
- Completed Family Violence coursework at Arkansas State University
- Completed Substance Abuse coursework at Arkansas State University

- Completed certification for Basic Life & Disaster Course training at Arkansas State University
- Attended the Trauma-Focused CBT (TF-CBT)
- Attended 2 day training in Motivational Interviewing
- Project Play initial week training
- Conscious Discipline training
- Facilitated (2) 6 week long parenting classes
- Facilitated 4 week dyslexia training with parents
- Trained Day Treatment staff on Boys Town Model
- Educated and Modeled for Pre-K teachers appropriate interventions for ASD children
- Handle with Care certified by Ouachita Children's Center
- Facilitator of Stewards for Children: How to prevent child sexual abuse

REFERENCES

- Megan Goldman Ouachita Children's Center 870-235-9797
- Megan Mills Therapist 501-658-4858
- Tracy Mosbey Therapist 870-215-1369

AHIGGINS@OCCNET.ORG



Arkansas
Social Work License Card

License No.

4304-C

Expiration Date:

4/30/2020

Amy L. Higgins, LCSW

204 Windcrest Drive

Hot Springs AR 71913-7191

Card bearer is licensed and in good standing with the Arkansas
Social Work Licensing Board.

A handwritten signature in black ink that reads "Jeff Hagan, LCSW".

Chairman

Tammie S. Diggs

2905 Mt. Moriah Road, Bonnerdale, Arkansas 71933; (501) 627-2255; email: tdiggs@occnet.net

*MSW with experience working with the community, resolving conflicts, and providing family therapy for families involved in the court system. Dedicated to training in trauma-informed care and substance abuse prevention and recovery.
Believes all people deserve respect, hope, and love*

- Trained in Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)
- Trained in Eye Movement Desensitization Reprocessing (EMDR)
- Tele-mental Health Counseling Certification

Education

Henderson State University, Arkadelphia, Arkansas
Bachelor of Arts in Psychology, May, 1998

University of Arkansas at Little Rock, Little Rock, Arkansas
Master of Science in Social Work, May, 2018;
Licensed Master Social Worker, 7/31/2018

Work Experience

June 14, 2018 to present
Therapist, Ouachita Children's Center
Amy Higgins, Supervisor (501) 623-5591

Duties: Develop plans to help clients integrate into new situations, assess for trauma, Crisis management, family therapy and work to help clients return to the home with more success. Work closely with the court system and children in the Juvenile Detention Center. Provides Trauma therapy for community clients and shelter clients.

October, 2017 to June 13, 2018
Project Coordinator of ACT2 program, Ouachita Children's Center
John Morgan and Amy Higgins, Supervisor (501) 623-5591

Duties: Developed program materials, class schedules and determined assessment process. In charge of hiring facilitators, leading groups when needed, preparing Goals & Evaluations for DYS, and creating and using spreadsheets to track attendance for the court and DYS.

August, 2017-April, 2018
Ouachita Behavioral Health and Wellness, Intern at CLIMB Preschool
Megan Mills, LCSW, Field Instructor and Supervisor

Duties: Did individual and group therapy with children; helped in all classrooms as needed. Pulled out kids with behavioral issues. Learned to maneuver the electronic medical record system. Prepared the newsletter each month.

March, 2017-October, 2017
Groups Coordinator at Ouachita Children's Center
John Morgan, Interim Director: (501) 623-5591

Duties: coordinate groups and report attendance of court mandated clients.

January, 2017-September, 2017
Direct Care at Ouachita Children's Center
Megan Goldman, Supervisor (501) 623-5591

Duties: Worked with clients helping care for their needs, and redirecting them as necessary.

STATE OF ARKANSAS

SOCIAL WORK LICENSING BOARD

In the Name and By the Authority of the State of Arkansas, the Arkansas Social Work Licensing Board hereby certifies that:

Tammie Swisher Diggs

has been duly examined and found qualified to practice as a Licensed Master Social Worker and is hereby licensed with all rights, privileges and responsibilities prescribed by Act 791 of 1981.

In testimony hereof we have set forth our hands upon this document at Little Rock Arkansas this 31st day of July Two Thousand Eighteen.

[Signature]
Chairperson

Angela Sanders LMSW
Vice-Chairperson

[Signature]
Secretary



Certificate No 8814-M

Cathy M. Dickens
516 E. Walnut St.
Gurdon, AR 71743
870-406-2892
cathym Dickens@yahoo.com

PROFESSIONAL EXPERIENCES

12/2014—Present Ouachita Children's Center---Hot Springs, Arkansas
Position: Clark County Services Coordinator

09/2013—12/2014 Central Arkansas Development Council---Malvern, Arkansas
Position: Lead Teacher/Center Director

10/2005—09/2013 Ouachita Children's Center---Hot Springs, Arkansas
Positions: Case Manager (2005)/Case Management Supervisor (2008)

08/1999-10/2005 Central Arkansas Development Council---Malvern, Arkansas
**Position: Center Assistant (1999)/Teacher Assistant (2000)/
Lead Teacher-Center Director (2001)**

4/2009—5/2000 Buzz Buy, Inc.—Arkadelphia, Arkansas
Position: Cashier/Bus Station Attendant

8/99—8/2000 Hippy Program—Gurdon, Arkansas
Position: Education Coordinator

EDUCATION

05/2000 University of Arkansas at Hope—Hope, Arkansas
CDA—Child Development Associates

5/2001 Associates of Arts in Early Childhood Education

12/1996 Henderson State University—Arkadelphia, Arkansas
Bachelor of Arts in Social Sciences
Major: Communications
Minor—Mass Media

REFERENCES UPON REQUEST



GLENN CARADINE

Case Management Assistant

Arkadelphia High School

Graduated May 1994

Henderson State University

Attended August 1994 - 1996

WORK EXPERIENCE

Ouachita Children's Center, INC.

Case Management Assistant

October 2017–Present

Responsible for assisting in the operations of Case Management and file maintenance.

- *Completes intakes and assessments for new clients
- *Completes court assessments and make recommendations for services.
- *Input client data into RiteTrack
- *Assist Case Management staff with the completion of client performance evaluations.
- *Assists Case Management staff with information collection and correspondence as requested.
- *Assists with organization of client files. Checks for completion of intake information and requests missing information if needed
- *Assists Case Management staff with scheduling client and family appointments.
- *Assists with client school checks and educations meetings deemed appropriate.
- *Files and maintains all documents in case files.
- *Assists with client and family visitation and staff school checks.
- *Accompanies Case Managers on home visits when needed.
- *Participates in agency performance quality improvement

SKILLS

- *Demonstrates basic understanding of client records management.
- *Demonstrates knowledge of office equipment.
- *Strong secretarial skills
- *Demonstrates the ability to manage tasks and work independently.
- *Demonstrates strong written and verbal communication skills.
- *Practices excellent organizational skills
- *Practices and models conflict resolution skills.
- *Follows OCC code of ethics.
- *Demonstrates cultural sensitivity to OCC's clients and families.

Ouachita Children's Center, INC.
Residential Supervisor
2013-2016

Responsible for supervising 15-20 Direct Care Team members

- *Coordinated all scheduling for Direct Care Team
- *Insured that emergency shelter care is performed according to agency procedures and guidelines.
- *Trained all new hires on Direct Care Team
- *Monitored the upkeep of shelter records
- *Facilitated Groups
- *Participated in OCC quality improvement and reviews performance quality improvement reports to identify areas needing improvement and participates in developing and implementing solutions to improve quality of services.
- *Developed yearly plans that supports the agencies long term strategic goals.
- *Prepared and maintained readiness for all state, local, and other licensure inspections.
- *Attended all special activities for residents / events sponsored by or involving the community or other organizations and acts as a liason between the agency and the community
- *Participated in on-call rotation

Ouachita Children's Center, INC.
Direct Care Staff
2005-2013

Responsible for supervising 7-17 year old youths during shift duties

- *Assisted clients in daily living tasks
- *Completed daily documentation
- *Administered client medications
- *Prepared and assisted with meal prep
- *Attended weekly and monthly meetings to address the progress of clients
- *Completed other duties as assigned

Birch Tree Communities
Residential Trainer
1995-2010

Responsible for supervising adult mental health clients

- *Assisted clients in daily living tasks
- *Completed daily documentation
- *Administered client medications
- *Prepared and assisted with meal prep and distribution
- *Attended all meetings to address the progress of clients

Rebecca Nganou

🏠 Hot Springs, Arkansas

☎ 501-276-6321

✉ Rnganou@occnet.org

🌐 [Meritpages.com/Rebecca-Nganou/3920515](https://www.Meritpages.com/Rebecca-Nganou/3920515)

Education

Associates of Arts College of the Ouachita's	2013 - 2016
Bachelor of Social Work Minor- Criminal Justice University of Arkansas at Little Rock	2016 - 2018

Internship

Hope Rises Reentry	Aug 2017 - Apr 2018
<ul style="list-style-type: none"> • Conduct SPIN W assessments. • Consult with other professionals regarding the treatment of clients. • Develop workable solutions for recurring problems for individuals and families. • Write discharge notes and aftercare plans. • Teach classes that pertain to the client population. • Utilize the empowerment model while assisting clients. • Recognize and identify individual's strengths while implementing treatment plans. 	

Collegiate Honors

- **Dean's List:** Fall 2016-Spring 2018
- **Phi Alpha Nu Delta Chapter:** 2016 - Present
- **Chancellors List:** Spring 2016- Spring 2018
- 3.95 GPA

Organizations

- NASW
- ACC mentor

Work experience

Key Holder

Mamoo's Paradise Cream	February 2019- July 2019
<ul style="list-style-type: none"> • Interprets company policies and products to staff members. • Analyzes and resolves work problems and assist staff members in solving work related problems. • Trains and supervises staff members to provide outstanding customer service. • Responsible for opening/closing of the store. • Assist customers regarding store operations, products, promotions and special orders. • Calculate reports to make sure daily goals were met. • Ensure that all staff members adhere to the company's processes and safety standards. • Coordinates with staff members for achieving sales goals. • Maintains a positive work culture and provides optimal customer support. 	

Qualified Behavioral Health Professional- School based

Living Hope Southeast	November 2018- January 2018
<ul style="list-style-type: none"> • Recognize and identify individual's strengths while implementing treatment plans objectives. • Complete referrals and case notes in a timely manner. • Interrelates with Mental Health Professionals, school officials, providers involved in client's care and guardians. • Attend treatment meetings to address the needs of clients or as directed by the primary therapist in coordination with care needs. • Works directly with Mental Health Professionals and follows directives as they relate directly to therapeutic 	

interventions specified on the treatment plan.

- Responsibly communicated issues and concerns related to client care to the treatment team members and works in providing the best possible service to clients.
- Establish a supportive client relationship with the goal of empowering clients and their support network to actively participate in mental health treatment.
- Conduct monthly Medicaid checks for clients that are being served.
- Proficient in confidentiality, communication skills, culturally competent and behavior management.

CPB Counselor

United Family Services, Inc.

May 2018- November 2018

- Complete monthly service plan request.
- Attend staffing for juveniles.
- Interrelates with therapists, substance abuse counselors, parents, monitoring counselors and court officials.
- Conducts home visits with juveniles and parents/guardian.
- Makes face to face and telephone contact with the juvenile, parent/guardian, schools, courts, employers, and other agencies regarding juvenile's progress.
- Writes detailed documentations regarding all contacts concerning juvenile.
- Complete monthly statistics forms.
- Provide wrap around services to juveniles and their families.
- Obtain monthly drug screens from juveniles.

Aftercare Case Manager

Ouachita Children's Center

July 2019-Present

- Formulates an individualized Aftercare plan for each juvenile for transition back into the community.
- Provides wrap-around services to the juvenile and family.
- Advocates on behalf of the client.
- Provides resources, transportation assistance and conducts necessary referrals.
- Conducts home visits with juveniles and parents/guardian.
- Assist and provide support to clients as they transition back into the community to decrease recidivism.
- Makes face to face and telephone contact with the juvenile, parent/guardian, schools, courts, employers, and other agencies regarding juvenile's progress.
- Attends court hearings for juveniles, monitor clients success and completes a monthly progress report for each juvenile.
- Writes detailed documentations regarding all contacts concerning juvenile.
- Observes electronic monitoring to monitor compliance, reduce reoffending, and support desistance from crime.
- Obtains monthly random drug screens from juveniles.

Volunteer Experience

- **Red Cross:** 2013-2014
- **CASA:** 2014-2015
- **Volunteer probation officer for juvenile drug court:** 2014
- **Change point pregnancy center:** 2016-2019
- **Salvation Army:** 2016-Current
- **Arkansas Pride:** 2016-2018
- **Central Arkansas Homeless Count:** 2017-2018

Certifications

- Mental Health First Aid
- Qualified Behavioral Health Professional
- CPR, First Aid and AED
- CPI/ Handle with care
- Medicaid Provider ID
- Trauma informed care
- Arkansas drug education and prevention
- Sanctuary trauma informed

Stefanie Schauf

paraprofessional, behavior interventionist

Hot Springs, AR 71913

stefanieschauf23@gmail.com

501-5386682

To obtain full time employment

Work Experience

Client and Family Engagement Specialist

Ouachita Children's Center - Hot Springs, AR

September 2019 to Present

Facilitate communication and work with individuals to meet goals, including clients, teachers, parents, community resources, Department of Human Service's, Juvenile Court

Provide behavioral interventions as needed to meet client needs, including mental health components, homework, behavior plans, job applications, Life Skill's, General Education Preparation Education and Training on cultural competency, suicide prevention, and more

Connect clients and families to community resources

Handle with care Certified

Sanctuary Training, focusing on Trauma Informed Care and Intervention

Create individualized case plan's

Conduct home visits in order to work more closely with the client and family, assist in developing action plan's to meet individual's needs holistically

Facilitate drug screens

Qualified Behavior Health Professional

Ouachita Behavioral Health & Wellness - Hot Springs, AR

November 2015 to January 2019

School based services, ages Pre-K to High School.

Maintain appropriate documentation

Program Management

Familiar with different insurance groups, codes, and use of billing codes, including Medicaid

Facilitate communication and work with individuals to meet goals, including clients, teachers, parents, community resources etc.

Provide behavioral interventions as needed to meet client support needs, including homework, behavior plans, job applications, GED prep, etc.

cultural competency, suicide prevention

Connect clients and families to community resources

Supervise and coordinate summer program activities

Case Management

Living Hope - Hot Springs, AR

September 2014 to December 2015

Mange client care

Behavior Interventions

Outreach services, connect clients and families to community resources

Maintain clinical documentation

Work with team members to meet client goals

CPR

intern garland county juvenile drug court

garland county juvenilr court - Hot Springs, AR

August 2013 to June 2014

Drug Screening

- Supervised Case Management
- Knowledge of Context and Court Orders
- Familiar with Day to Day Operation and court processes

OB Technician

st Joseph's mercy health center - Hot Springs, AR

January 2002 to January 2008

- Patient Carr Tech
- Surgical Scrub
- CPR Certification for Health Care Professionals
- Receptionist duties, data entry, medical billing
- NRP Certification
- Phlebotomy Certification
- EKG Training

Service work

- Volunteer Services for Habitat for Humanity
- Volunteer Services for Juvenile Drug Court, VPO

Education

bachelor of science in Human Services

Henderson State university - Arkadelphia, AR

2013

Associate in Science

National park communy college - Hot Springs, AR

January 2010 to May 2012

Associate in Art

National Park Community College - Hot Springs, AR

Skills

- Windows Xp
- Microsoft office

- Flexible
- CPR
- Fast Learner
- Powerpoint
- Receptionist
- Word
- Time Management
- Quickbooks (2 years)

Additional Information

Skills

Public Relations Skills

Computer Services

Medical Equipment Skills

Ethics Training

Mandated Reporter Training

Marcus Tatum

Phone: 501-467-2172 Email: mtatum@occnet.org
339 Charter Oak St. Hot Springs, AR 71901

OBJECTIVE

To inspire, advocate, and uplift at-risk youth and families.

EDUCATION

Bachelor of Science in Sports Management Expected Graduation Fall 2020
Henderson State University – Arkadelphia, AR

EMPLOYMENT EXPERIENCE

Agency Trainer/Activities Coordinator, Ouachita Children's Center, Hot Springs AR (11 years total) 10/2019-Current

- Supervises schedules and evaluates direct care staff.
- Ensures that emergency shelter care is performed according to OCC's mission, policies and procedures, funding, performance indicators and OCC's vision and beliefs.
- Provides on-going training for direct care staff and identifies unmet training needs.
- Monitors shelter record documentation and ensure the resident point system is updated weekly.
- Reviews direct care staff client file & log documentation (including point sheets) for timely entries & adequate information, daily.
- Coordinates schedules and participates in all on and off campus activities for OCC residents.
- Prepares/maintains readiness for all State, local, or other licensure inspections.
- Attends Management Meetings as scheduled.
- Participates in OCC's quality improvement and serves on assigned committees.
- Reviews performance quality improvement reports to identify areas of needed improvement and participates in developing and implementation solutions to improve quality of service.
- Assist in development of yearly plan that supports OCCs long term strategic goals.
- Collaborate with client guardians, members of DCFS and DYS to implement a case plan that is in the best interest of the youth.
- Advocate for children in DCFS and DYS custody in court.
- Analyzing and Managing Department Budget

Mental Health Paraprofessional, Birch Tree Communities Inc. (8 years) 4/2005- 3/2013

- Serves as part of the client's treatment team.
- Provides transportation as needed or deemed necessary.
- Makes necessary referrals and serves as liaison with other agencies.
- Provides timely documentation to support services rendered and provides written reports as required by other agencies (i.e. DCFS, legal system, etc.).
- Builds support network around client by working with authorized collateral sources (parents, teachers, other community agencies as appropriate).
- Provides clinical supportive interventions according to treatment plan on an off-site basis.
- Ensures client's attendance to initial medication evaluation and subsequent medication appointments.
- Supports medical records' staff in securing PCP referral in a timely manner.
- Schedules MHPP Supervision and Observations as outlined by company policy.
- Establishes positive relationship with client, family and their support network.
- Models stability for client and family with regular sessions.
- Empower client to improve day to day functionality, reducing stressors and increasing ability to focus on treatment goals.
- Encourages client compliance with the treatment the therapist/counselor/physician is providing.
- Monitors/reports client behavior in all environments.

SKILLS/Certifications

- Handle with Care Trainer Certified
- CPR/First Aide Certified
- Trained in Suicide Prevention
- Trained in Conscious Discipline
- Anger Management facilitator Certificate – Anger Management Institute

AWARDS

- Awarded OCC Employee of the Year in 2016.
- Dean's list in Fall 2019.

Related Experience

- Volunteer youth basketball coach for 7 years
- Residential Assistant for HSU Upward Bound Program 2 years
- Facilitator of after-school program 4 years

Reference

Amy Higgins- OCC Clinical Director

339 Charteroak st.
Hot Springs, AR 71901
(501) 623-5591
ahiggins@occnet.org

Megan Goldman- DYS Case Coordinator Supervisor

1501 Woody Drive
Alexander, AR
(501) 707-8591

Sasha Smith- Birch Tree Inc. Associate Director

1628 E. Page st.
Malvern, AR 72104
(501) 303-1601
Sasha.smith@birthtree.org

NEKEIA BEAL**EXPERIENCE:**

06/14 – PRESENT

OUACHITA CHILDREN'S CENTER – Hot Springs, ArkansasPosition: ***Direct Care Staff***.

Responsible for supervision and care of youth in an emergency youth shelter. Implement and supervise shelter activities during assigned shift. Supervise youth when on outings. Maintain documentation of clients' participation and behaviors during assigned shift. Maintain shelter log notes for shift. Monitor visitation, meals, chores and study hall. Implement shelter behavior program and record residents' progress. Teach daily living, life skills and problem solving. Participate in weekly staff meeting. Provide transportation of clients as needed.

08/09 – 03/12

SUBTEACH USA - Hot Springs, ArkansasPosition: ***Substitute Teacher***

09/04 – 08/09

HOT SPRINGS SCHOOL DISTRICT – Hot Springs, ArkansasPosition: ***Substitute Teacher***

09/03 – 08/04

HEADSTART – Hot Springs, ArkansasPosition: ***Substitute Teacher*****EDUCATION:**

2011 – 2013

NATIONAL PARK COMMUNITY COLLEGE – Hot Springs, Arkansas

1996

GED - HOT SPRINGS HIGH SCHOOL – Hot Springs, Arkansas

RENNELL LITZSEY

EXPERIENCE:

8/14 – PRESENT

OUACHITA CHILDREN'S CENTER – Hot Springs, ARPosition: *Direct Care Staff*

Responsible for supervision and care of youth in an emergency youth shelter. Implement and supervise shelter activities during assigned shift. Supervise youth when on outings. Maintain documentation of clients' participation and behaviors during assigned shift. Maintain shelter log notes for shift. Monitor visitation, meals, chores and study hall. Implement shelter behavior program and record residents' progress. Teach daily living, life skills and problem solving. Participate in weekly staff meeting. Provide transportation of clients as needed.

2011 – PRESENT

HOT SPRINGS BOYS & GIRLS CLUB – Hot Springs, ARPosition: *Program Director*

2000 – 2001

LITTLE ROCK BOYS & GIRLS CLUB – Little Rock, ARPosition: *Activities Coordinator*

01/07 – 01/10

HOT SPRINGS SCHOOL DISTRICT - Hot Springs, ARPosition: *Computer Lab Assistant*

EDUCATION:

2003 - 2005

NATIONAL PARK COMMUNITY COLLEGE – Hot Springs, AR

1997 – 1999

SOUTHERN ARKANSAS UNIVERSITY – Magnolia, AR

1997

JOHN L. McCLELLAN HIGH SCHOOL – Little Rock, AR



INFO

Address 138 Alanna Dr, Hot Springs, 71913, United States

Phone 501-318-4982

Email thrashjitz@hotmail.com

SKILLS

therapeutic rapport ●●●●●

emotional intelligence ●●●●○

leadership ●●●●○

situational awareness ●●●●●

self defense ●●●●●

interpersonal communication skills ●●●●●

EMPLOYMENT HISTORY

Direct care/shift supervisor, Ouachita children's center Hot springs
May 2017 - Present

Duties range from cooking to overseeing new intakes. I distribute any prescribed medication, answer phones, manage direct care staff, solve issues between clients, and try to maintain a therapeutic atmosphere that helps the kids thrive emotionally.

Homeless youth outreach, Ouachita Children's center Hot springs
Jan 2018 - Present

Develop relationships with youth in need, help them gain resources to get off the street and better their life.

Certified regional detox specialist, Quapaw house inc. Little rock
May 2015 - Apr 2017

I was required to distribute prescriptions and detox medications. I saw clients through the detox process, supporting them as they go through withdrawals. I was also a counselor in training so I helped with intakes, and facilitated sobriety groups and private therapy.

Secuiry, Private contract Hot springs
2007 - 2015

Provide safe and secure environment for various clients. Deescalate tense and extreme situations in a calm manner.

Jiu-jitsu referee, North American Grappling Association (NAGA) Marlborough
2011 - 2015

Traveled the U.S. reffing martial arts tournaments for youth and adults. Keeping up with changing rules and regulations to ensure safety

EDUCATION

Lake Hamilton High Pearcy
2005

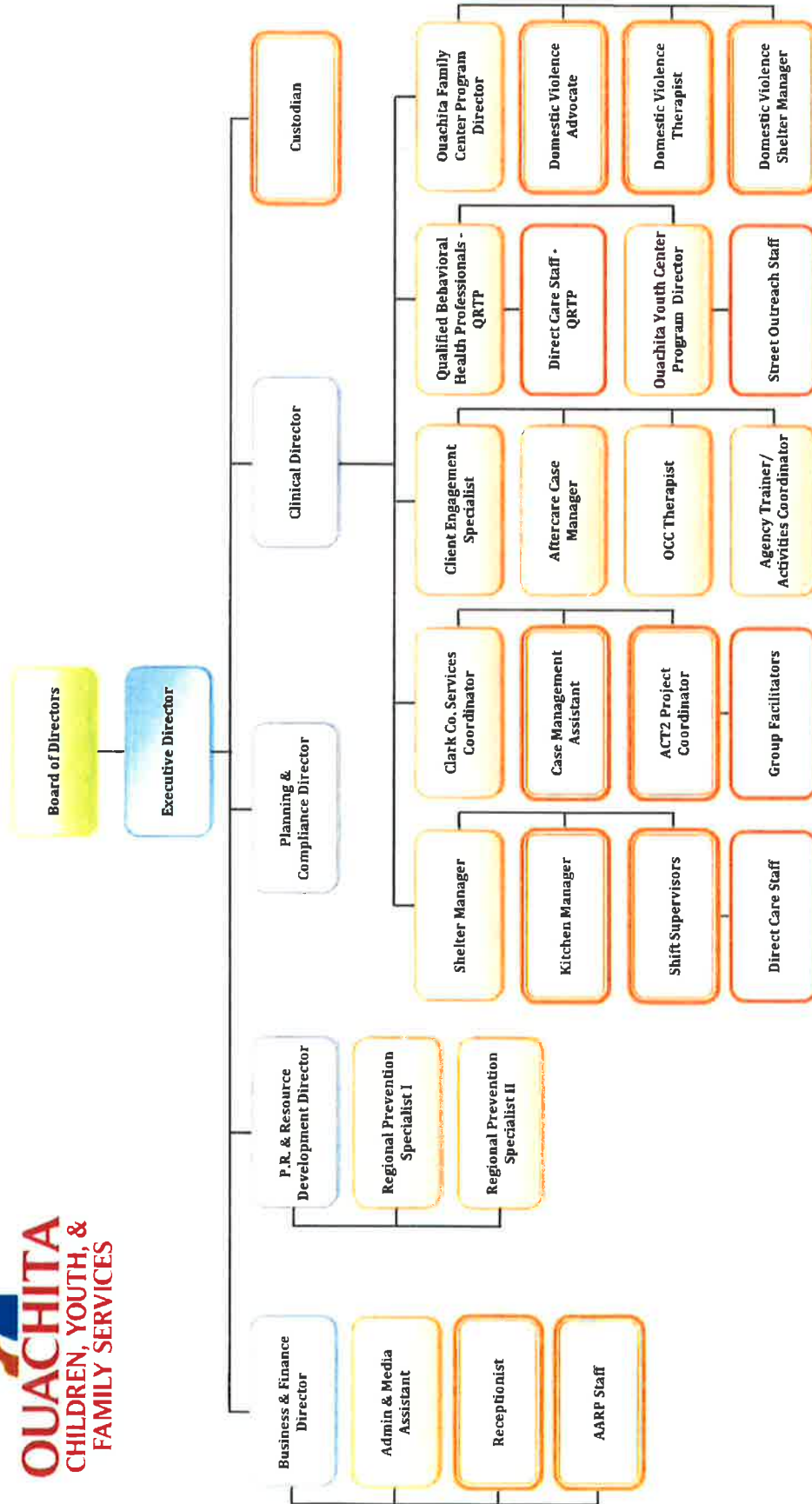
Discontinued education Sophomore year of high school

ACTI, GED/High school degree Hot springs
2016

Decided to further education so I could have more life opportunities.

OTHER DOCUMENTS

OUACHITA CHILDREN, YOUTH, &
FAMILY SERVICES
ORGANIZATIONAL CHART





OFFICE OF THE ARKANSAS SECRETARY OF STATE

March 26, 2020

Mark Howard
Ouachita Childrens Center, Inc.
PO Box 1180
Hot Springs, AR 71901

Re: Letter of Good Standing for Ouachita Childrens Center, Inc.

Dear Mark Howard,

This letter is to confirm that Ouachita Childrens Center, Inc. Charitable Registration is in good standing with the Secretary of State Office. The charity's Annual Financial Report is due on or before 12/30/2020 .

Please contact a Charities Registration Specialist in our office at (501) 683-0094 or charities@sos.arkansas.gov, if you have any questions.

Sincerely,

Charities Division

Arkansas Secretary of State



ATLANTA GA 39901-0001

In reply refer to: 0752439638
 May 01, 2019 LTR 4168C 0
 71-0497616 000000 00

00032513

BODC: TE

OUACHITA CHILDRENS CENTER INC
 % MARK HOWARD
 PO BOX 1180
 HOT SPRINGS AR 71902-1180

19107

Employer ID number: 71-0497616
 Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Apr. 22, 2019, about your tax-exempt status.

We issued you a determination letter in March 1978, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,



COUNCIL ON ACCREDITATION

Attests That

**Ouachita Children's Center
Hot Springs, AR**

Is

ACCREDITED

Achieving the Highest Standards of Professional Practice for the Services It Provides

Accredited Through

9/30/2021

THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD



In cooperation with
The Arkansas Department of Human Services
Division of Child Care and Early Childhood Education



Certifies that
Ouachita Children's Center, Inc.
OWNER

Ouachita Children's Center
AGENCY

339 CHARTER OAK
HOT SPRINGS AR 71902

Is hereby issued Residential license #: 200

FOR THE PURPOSE OF OPERATING, IN THE STATE OF ARKANSAS, THE FOLLOWING:

RESIDENTIAL & EMERGENCY RESIDENTIAL CHILD CARE FACILITY FOR 26 CHILDREN AGES 0 TO 18

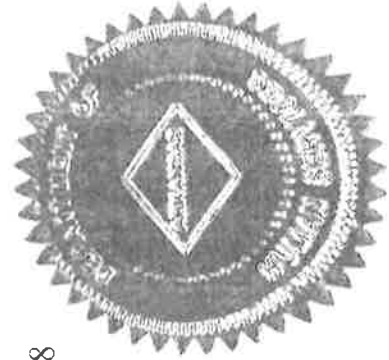
THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 02/24/1998 AND WILL REMAIN IN EFFECT UNLESS THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

DATE: 02/24/1998



THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD



In cooperation with

The Arkansas Department of Human Services'
Division of Child Care and Early Childhood Education



Certifies that

Ouachita Children's Center, Inc.
Owner

Ouachita Children's Center
Agency

339 CHARTER OAK

HOT SPRINGS, AR 71902

Is hereby issued Child Placement license #: 201

FOR THE PURPOSE OF PROVIDING, IN THE STATE OF ARKANSAS, THE FOLLOWING SERVICES:

Residential Placement

THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 04/27/2010 AND WILL REMAIN IN EFFECT UNLESS THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

Effective: 04/27/2010



OUACHITA CHILDREN'S CENTER, INC.

Hot Springs, Arkansas

June 30, 2019

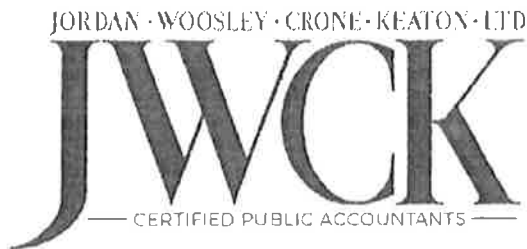
(with Comparative Totals for June 30, 2018)

JWCK, Ltd.
Certified Public Accountants
Hot Springs, Arkansas

Ouachita Children's Center, Inc.

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Partners
 Gary D. Welch, CPA, CVA
 Jimmy M. Pate, CPA, CBA, CVA, CRCM
 Courtney W. Moore, CPA, CFE, CGMA
 Christina B. Ellis, CPA

Principals
 Dennis C. Fason, CPA
 Phyllis A. Trent, CPA

Founding Partners
 Joe L. Woosley, CPA
 (1932-Present)
 Harry C. Keaton, CPA
 (1920-2005)
 Clarence W. Jordan, CPA
 (1930-2009)
 Glen W. Crone, Jr., CPA
 (1936-2016)

Independent Auditor's Report

Board of Directors
 Ouachita Children's Center, Inc.
 Hot Springs, Arkansas

We have audited the accompanying financial statements of Ouachita Children's Center, Inc. (the Center) a non-profit organization, which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Center's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

MEMBERS OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS



501.624.5788



www.jwck.com



126 Hobson Ave.
 Hot Springs, AR 71901

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Ouachita Children's Center, Inc. as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

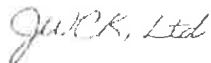
We have previously audited the Center's June 30, 2018 financial statements, and our report dated September 13, 2018, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2018, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matter

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of units of service provided, and expenditures of federal and state awards are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 6, 2019 on our consideration of the Center's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control over financial reporting and compliance.



Hot Springs, Arkansas

September 6, 2019

Ouachita Children's Center, Inc.

Statement of Financial Position

For the Year Ended June 30, 2019 and Comparative Total for the Year Ended June 30, 2018

	2019	2018
Assets		
Current Assets		
Cash and cash equivalents	\$ 94,567	\$ 123,602
Investments	947,598	988,724
Accounts receivable-grants	68,222	20,475
Gift cards redeemable	4,053	2,355
Prepaid expenses	31,042	21,621
Total Current Assets	1,145,482	1,156,777
Property and Equipment		
Land	100,000	100,000
Buildings and structures	526,038	335,295
Furniture and equipment	372,878	353,883
Land improvements	36,249	30,399
Leasehold improvements	553,145	553,145
Vehicles	128,886	102,386
Total	1,717,196	1,475,108
Less accumulated depreciation	745,026	677,273
Net Property and equipment	972,170	797,835
Other Assets		
Security deposits	825	-
Total Assets	2,118,477	1,954,612
Liabilities and Net Assets		
Current Liabilities		
Accounts payable	33,502	18,588
Line of credit	315,775	-
Accrued compensated absences	28,293	27,217
Accrued payroll	40,227	33,443
Deferred revenue	8,177	10,601
Total Current Liabilities	425,974	89,849
Net Assets		
Without donor restrictions	1,670,784	1,851,065
With donor restrictions	21,719	13,698
Total Net Assets	1,692,503	1,864,763
Total Liabilities and Net Assets	\$ 2,118,477	\$ 1,954,612

See independent auditor's report and accompanying notes to the financial statements

Ouachita Children's Center, Inc.

Statement of Activities

For the Year Ended June 30, 2019 and Comparative Total for the Year Ended June 30, 2018

	Without Donor Restrictions	With Donor Restrictions	2019 Total	2018 Total
Revenues, Gain and Support				
Support				
Federal funding	\$ 528,647	\$ -	\$ 528,647	\$ 449,290
State funding	814,735	-	814,735	774,342
Local funding	4,782	-	4,782	74
Arkansas Community Foundation	19,208	12,511	31,719	37,408
Contributions and bequests	91,559	18,230	109,789	86,499
Fundraising (net of expenses of \$7,606)	22,301	-	22,301	19,481
Release from restriction	22,720	(22,720)	-	-
Total Support	1,503,952	8,021	1,511,973	1,367,094
Revenue and Gain				
Interest income	15	-	15	138
Investment income	36,929	-	36,929	38,918
Miscellaneous income	-	-	-	12,222
Sale of assets	-	-	-	-
Unrealized gain/loss on investments	24,059	-	24,059	36,436
Net Revenue and Gain	61,003	-	61,003	87,714
Total Revenues, Gain and Support	1,564,955	8,021	1,572,976	1,454,808
Expenses				
Program Services	1,268,332	-	1,268,332	1,127,599
Support Services				
General and Administrative	438,811	-	438,811	357,684
Fundraising	38,093	-	38,093	14,534
Total Support Services	476,904	-	476,904	372,218
Total Expenses	1,745,236	-	1,745,236	1,499,817
Change in Net Assets	(180,281)	8,021	(172,260)	(45,009)
Net Assets July 1	1,851,065	13,698	1,864,763	1,909,772
Net Assets June 30	\$ 1,670,784	\$ 21,719	\$ 1,692,503	\$ 1,864,763

See independent auditor's report and accompanying notes to the financial statements.

Ouachita Children's Center, Inc.

Statement of Functional Expenses

For the Year Ended June 30, 2019 with summarized comparative totals for the Year Ended June 30, 2018

	Support Services				Total	
	Program Services	General and Administrative	Fundraising	Support Services	2019	2018
Personnel						
Salaries	\$ 750,150	\$ 280,804	\$ 23,490	\$ 304,294	\$ 1,054,444	\$ 907,561
Fringe benefits	137,979	48,783	1,848	50,631	188,610	182,262
Total Personnel	888,129	329,587	25,338	354,925	1,243,054	1,089,823
Operating						
Administration	6,829	9,129	311	9,440	16,269	11,652
Advertising	2,040	25	766	791	2,831	26,245
Client assistance and allowance	7,773	-	-	-	7,773	9,084
Client transportation	7,069	1,054	-	1,054	8,123	4,441
Contract labor	73,019	1,325	-	1,325	74,344	46,643
Ford	24,547	226	-	226	24,773	27,125
Insurance	23,654	6,288	-	6,288	29,942	25,801
Investment charges	-	12,114	-	12,114	12,114	13,645
Interest expense	-	7,941	-	7,941	7,941	-
Janitorial and cleaning	876	2,658	-	2,658	3,534	3,167
Lease-facilities	26,000	-	-	-	26,000	9,000
Legal and accounting	-	9,100	-	9,100	9,100	8,925
Maintenance and repairs	30,165	19,649	420	20,069	50,234	20,658
Office supplies and postage	2,241	5,562	1,473	7,035	9,276	10,119
Outreach services	12,324	-	-	-	12,324	2,337
Program supplies	39,615	221	-	221	39,836	42,231
Public relations	1,713	4,642	8,218	12,860	14,573	12,787
Rent-equipment	3,696	2,958	1,276	4,234	7,930	7,678
Telephone	9,750	7,906	79	7,985	17,735	15,225
Training	7,334	906	170	1,076	8,610	6,996
Travel	12,806	3,435	42	3,477	16,283	12,749
Utilities	27,376	7,309	-	7,309	34,885	29,053
Total operating	319,227	102,448	12,755	115,203	434,430	346,161
Depreciation	60,976	6,776	-	6,776	67,752	63,833
Total Functional Expenses	\$ 1,268,332	\$ 438,811	\$ 38,093	\$ 476,904	\$ 1,745,236	\$ 1,499,817

See independent auditor's report and accompanying notes to the financial statements.

Ouachita Children's Center, Inc.

Statement of Cash Flows

For the Year Ended June 30, 2019 and Comparative Total for the Year Ended June 30, 2018

	2019	2018
Cash Flows from Operating Activities		
Cash received for services provided/grants	\$ 1,379,883	\$ 1,337,227
Cash received from contributions/bequests	43,615	86,499
Cash paid to employees and suppliers	(1,667,380)	(1,428,915)
Fundraising (net)	22,301	19,481
Interest and investment income received	36,944	38,460
Miscellaneous income received	-	12,818
Total Cash Flows From Operating Activities	(184,637)	65,570
Cash Flows From Investing Activities		
Purchase of investments	-	(29,662)
Sale of investments	90,000	122,727
Purchase of capital assets	(242,088)	(199,663)
Total Cash Flows From Investing Activities	(152,088)	(106,598)
Cash Flows From Financing Activities		
Proceeds from line of credit	307,690	-
Total Cash Flows From Financing Activities	307,690	-
Net Increase (Decrease) in Cash	(29,035)	(41,028)
Cash at Beginning of Year	123,602	164,630
Cash at End of Year	\$ 94,567	\$ 123,602

Non-Cash Item: Interest expense of \$8,085 was accrued from the line of credit and is part of the balance of \$ 315,775 at June 30, 2019.

See independent auditor's report and accompanying notes to the financial statements.

Ouachita Children's Center, Inc.

Notes to the Financial Statements

For the year ended June 30, 2019

With Comparative Information for the Year Ended June 30, 2018

NOTE 1: Summary of Significant Accounting Policies –

Organization/Purpose The Ouachita Children's Center, Inc. (the Center) is a nonprofit child advocacy organization that provides emergency shelter and quality services for youth and families, empowering them to achieve lifelong success. The Center's principal facilities are located in Hot Springs, Arkansas. The primary purposes of the Center are to:

- a. Provide an emergency shelter facility for dependent, neglected and abused children and children in the juvenile justice system;
- b. Provide counseling and advocacy services in the prevention, detection, diagnosis and treatment of neglected and abused children; and
- c. Provide improvements in the care and treatment of juveniles in need of supervision.

The financial statements are presented with certain prior year summarized comparative information. Such information does not include sufficient detail to constitute a presentation in conformity with U.S. Generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Center's financial statements for the year ended June 30, 2018 from which the summarized information was derived.

Basis of Accounting - The Center uses the full-accrual basis of accounting in all material respects. Under the full-accrual basis, gross revenue is recorded as due and expenses are recognized as incurred. Under the government assistance programs, revenue is generally recognized as allowable program expenses are made.

Basis of Presentation The Center is required to report information regarding its financial position and activities according to two classes of net assets as follows:

Net Assets Without Donor Restrictions. These net assets are not subject to donor-imposed stipulations. The assets are available for general obligations to the Center. This also includes assets previously restricted where restrictions have expired or been met.

Net Assets With Donor Restrictions. Assets subject to usage limitation based on donor-imposed restrictions. These restrictions may be temporary or may be based on a particular use. Restrictions may be met by the passage of time or by the actions of the Center. Certain restrictions may need to be maintained in perpetuity.

Estimates The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America, (U.S.GAAP) requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Investments Investments in marketable securities with readily determinable fair values and all investments in debt securities are valued at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets.

See independent auditor's report.

Ouachita Children's Center, Inc.

Notes to the Financial Statements (continued)

For the Year Ended June 30, 2019

With Comparative Information for the Year Ended June 30, 2018

NOTE 1: Summary of Significant Accounting Policies (continued)-

Accounts Receivable-Grants Accounts receivable include amounts currently due for services provided. The Center provides for collection losses based on the direct write-off method. Management does not consider this a material departure from methods under United States generally accepted accounting principles. All known credit losses are recognized and reflected in the accounts.

Fixed Assets and Depreciation Fixed assets are recorded at acquisition cost or fair-market value of donated assets at the time of receipt. Retirements are removed from book valuations based on the applicable cost or donated value. It is the Center's policy to capitalize fixed assets over \$500; lesser amounts are expensed.

Depreciation is computed on the straight-line method based on estimated useful lives of related assets. The range of estimated useful lives is as follows:

	Useful Life <u>Range (Years)</u>
Buildings and structures	39
Furniture	3 - 7
Leasehold improvements	5 -15
Office, kitchen and other equipment	5 -10
Vehicles	3-5

Contributions Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, Net assets with donor restrictions are reclassified as net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Donated Services The Center receives donated services from unpaid volunteers who assist in various special events. No amounts are recognized in the statement of activities because the criteria for recognition have not been satisfied.

Functional Expenses The costs of providing the various program and activities are summarized on a functional basis in the statement of activities. Expenses are charged directly to program or management in general categories based on specific identification. Indirect expenses are allocated based on salary expenditures or on the allocated usage of the facility.

Income Taxes As a nonprofit organization described in Section 501(c)(3) of the Internal Revenue Code, the Center is exempt from income taxes. The Center's Forms 990, *Return of Organization Exempt from Income Tax*, for the years ended June 30, 2019, 2018 and 2017, are subject to examination by the Internal Revenue Service generally for three years after they are filed.

See independent auditor's report.

Ouachita Children's Center, Inc.

Notes to the Financial Statements (continued)

For the Year Ended June 30, 2019

With Comparative Information for the Year Ended June 30, 2018

NOTE 1: Summary of Significant Accounting Policies (continued)-

Cash and Cash Equivalents For purposes of the statement of cash flows, the Center considers cash demand accounts and all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents.

Subsequent Events – Subsequent to June 30, 2019, the Center borrowed an additional \$68,500 from the revolving line of credit with Morgan Stanley. The Center did not have any other subsequent events through September 6, 2019, which is the date the financial statements were available to be issued requiring recording or disclosure in the financial statements for the year ended June 30, 2019.

NOTE 2: Adoption of Accounting Pronouncement.-In August 2016, the Financial Accounting Standard Board (FASB) issued Accounting Standard (ASU) no 2016-14 Not-for-Profit Entities (Topic 958). Presentation of Financial Statements of Not-for-Profit Entities. ASU 2016-14 requires significant changes to the financial reporting model of organizations who follow the not-for-profit reporting model. The changes include reducing the classes of net assets from three to two, net assets with donor restrictions and net assets without donor restrictions. The ASU will also require changes in the way certain information is aggregated and reported by the organization, including required disclosures about liquidity and availability of resources and increased disclosures on functional expenses. The new standard is effective for the Center's year June 30, 2019. The Center adopted the ASU effective July 1, 2018.

NOTE 3: Cash and Cash Equivalents/Investment Collateralization – The Center maintains cash and cash equivalent balances with banks and broker/dealers. Accounts at banking institutions are insured by the Federal Deposit Insurance Corporation up to \$250,000. Accounts with broker/dealers are insured by the Securities Investor Protection Corporation up to \$500,000, which includes \$250,000 for cash deposits. At June 30, 2019, the Center's unreconciled, cash and cash equivalent balances with banks totaled \$89,437, none of which were in excess of FDIC insured limits. At June 30, 2019, the Center's cost value with a broker was \$947,598, of which approximately \$447,598 was in excess of the Securities Investors Protection; however, the Center does not believe it is exposed to any significant credit risk related to its investments.

NOTE 4: Liquidity. -At June 30, 2019, the Center had \$1,110,387 of financial assets available within one year to meet cash needs for general expenditures including cash of \$94,567, investments of \$947,598 and accounts receivable of \$68,222.

NOTE 5: Investments – Equity investments with readily determinable market values and all debt securities are reported at fair value in the statement of financial position. Gains and losses on investments are reported in the statement of activities as increases (decreases) in unrestricted net assets unless their use is temporarily or permanently restricted by donor stipulation or law. The net investment return consists of the following:

Investment income	\$ 29,025
Investment fees	(12,144)
Realized gain	7,904
Unrealized gain	<u>24,059</u>
<u>Net Investment Gain</u>	<u>\$ 48,844</u>

See independent auditor's report.

Ouachita Children's Center, Inc.

Notes to the Financial Statements (continued)

For the Year ended June 30, 2019

With Comparative Information for the Year Ended June 30, 2018

NOTE 6: Summary of Fair Value Exposure – The fair-value measurement accounting literature prioritizes the inputs used to measure fair value. The hierarchy gives the highest priority to unadjusted, quoted prices in active markets for identical assets or liabilities (Level 1 measurement) and the lowest priority to unobservable inputs (Level 3 measurement). The three levels of fair-value hierarchy defined by accounting literature are as follows:

- Level 1 - Quoted prices are available in active markets for identical assets or liabilities as of the reporting date.
- Level 2 - Quoted prices for similar instruments in active markets are available, quoted prices for identical or similar instruments in markets that are not active and model-derived valuations in all significant inputs or significant value drivers are observable in active markets.
- Level 3 - Involves model-derived valuations in which one or more significant inputs or significant value drivers are unobservable.

Fair-value measurements are classified according to the lowest level input or value driver that is significant to the valuation. Therefore, a measurement may be classified in Level 3 even though there may be significant inputs that are readily observable.

At June 30, 2019, the Center had no Level 2 or 3 classifications. The Level 1 values were as follows:

<u>Description of Asset</u>	
Cash	\$ 11,186
Alternatives	106,332
Equities	177,962
Closed-end funds	<u>652,118</u>
	<u>\$ 947,598</u>

NOTE: 7: Line of Credit-The Center has a line of credit with Morgan Stanley with a limit of \$500,000 and an interest rate of the Liquidity Line Index + 3.5%. At June 30, 2019 the outstanding balance on the line of credit was \$315,775.

NOTE 8: Net Assets with Donor Restrictions – Net assets with donor restrictions of \$21,719 are available for the following purposes:

After school programs	\$ 3,059
Client assistance/recreation	3,066
Drop In Center	2,940
Domestic Violence Center	4,522
United Way Outreach	2,181
Music lessons	140
National Safe Place	1,298
Mentor Program	4,013
Financial Literacy	500
	<u>\$ 21,719</u>

See independent auditor's report.

Ouachita Children's Center, Inc.

Notes to the Financial Statements (continued)

For the Year Ended June 30, 2019

With Comparative Information for the Year Ended June 30, 2018

NOTE 9: Federal and State Financial Assistance – The Center is dependent on federal and State financial assistance program funding. These programs are administered through the State agency (pass-through agency for federal funds), Arkansas Department of Human Services. The significant programs account for 89% of the Center's total revenue and support.

NOTE 10: Designated Endowment Fund – In 1987, the Center established the Ouachita Children's Center Fund with the Arkansas Community Foundation, Inc. The Foundation is a nonprofit organization that administers grants, endowment funds and scholarships in the State of Arkansas. The agreement between the Center and the Foundation allows annual withdrawals of the earned dividends and interest of this designated endowment fund. For the year ended June 30, 2019, the Fund had the following transactions:

Beginning Fund Balance - July 1, 2018		\$ 501,086
Changes to Fund Balance:		
Dividends and interest earned	\$ 9,820	
Gain (unrealized on market valuation)	10,945	
Loss (realized)	(130)	
Administrative fees	(4,850)	
Distributions (revenue to Center)	(19,208)	
Net Changes		<u>(3,423)</u>
Ending Fund Balance - June 30, 2019		\$ 497,663

NOTE 11: Defined Contribution Plan – The Center participates in a retirement fund for eligible employees. The Center's pension expense for the years ended June 30, 2019 and 2018, were \$8,552 and \$6,956, respectively.

NOTE 12: Lease – The Center has a lease agreement for a facility in Arkadelphia, Arkansas. The Lease has terms of two years ending August 2019 with monthly payments of \$750. The lease will renew at the time of expiration unless one of the parties elect to end the agreement. Lease expense recognized in the current year was \$9,000. Lease payments are \$9,000 for the years ending June 30, 2019 and 2018.

The Center has a lease with the Salvation Army for use of a shelter facility. The lease is in effect from October of 2018 through September of 2019 with monthly rent of \$1,000.

The Center has a lease for an intake facility that started in November of 2018 running through November of 2019. The agreement calls for monthly payments of \$1,000.

See independent auditor's report.

SUPPLEMENTARY INFORMATION

Ouachita Children's Center, Inc.

Schedule of Units of Service Provided
For the Year Ended June 30, 2019

Service	Units	Services Rendered during Contract Period		
		9th East Judicial District	18th East Judicial District	Other
Division of Youth Services				
Casework	15 minutes	1,378	1,410	
Casework Group	15 minutes	2,112	7,402	
Drug screening	screening	11	19	
Electronic monitoring	days	186	142	
Emergency shelter	days	387	1,716	
Intensive casework management	15 minutes	232	16	
Targeted case management	15 minutes	103	1,091	
Division of Children and Family Services				
Emergency shelter (foster care)	days			1,505
Respite care	days			65
National School Lunch/Breakfast Program				
Breakfast	meals			3,183
Lunch	meals			2,040
Snacks	meals			2,285

See independent auditor's report and accompanying notes to the financial statements.

Ouachita Children's Center, Inc.

Schedule of Expenditures of Federal and State Awards
For the Year Ended June 30, 2019

Grantor	Federal CFDA Number	Program Award Amount	Expenditures
Federal Awards			
U.S. Department of Health and Human Services			
Passed through Arkansas Department of Health and Human Services:			
Division of Children & Family Services:			
Basic Center Grant	93.623	\$191,015	\$191,015
Foster Care-Title IV E/Foster Care *	93.658	39,107	39,107
Social Services Block Grant	93.667	6,500	6,500
Passed through Hot Springs School District:			
Title I Grants to Local Education Agencies	84.01	49,716	49,716
U.S. Department of Agriculture:			
National School Lunch Program	10.555	15,807	15,807
Commodities Distribution (noncash)	10.555	2,485	2,485
U.S. Department of Housing and Urban Development:			
Passed through City of Hot Springs-Community			
Develop Block Grant	14.218	3,453	3,453
Emergency Solutions Grant	14.231	14,430	14,430
U.S. Department of Justice			
Passed through Arkansas Department of Health and Human Services:			
Crime Victim Assistance Grant	6.575	191,908	191,908
U.S. Department of Homeland Security			
Passed through United Way of America:			
Emergency Food and Shelter Program	97.024	4,000	4,000
Total Federal Awards		528,647	528,647

State Awards

State General Revenue Passed through Arkansas

Department of Health and Human Services:

Division of Youth Services:

Community Programs-Juvenile Detention Centers

9th East Judicial District
 102,561 | 102,561 |

18th East Judicial District
 384,731 | 384,731 |

Community Based Sanctions:

9th East Judicial District
 18,405 | 18,405 |

18th East Judicial District
 69,023 | 69,023 |

Innovation Grant
 106,047 | 106,047 |

Division of Children and Family Services-

Foster Care *
 133,968 | 133,968 |

Total State Awards

 \$814,735 | **\$814,735** |

* 23% Federal, 77% State

See independent auditor's report and notes to the schedule of expenditures of federal and state awards.

Ouachita Children's Center, Inc.

Notes to the Schedule of Expenditures of Federal and State Awards Of Federal and State Awards For the Year Ended June 30, 2019

NOTE 1: Federal and State Awards - During the year ended June 30, 2019, Ouachita Children's Center, Inc. (the Center) was the recipient of various federal and State grant funds. Federal funds were received either directly from the federal agency or indirectly through the State of Arkansas or other pass-through agencies. State funds were received directly from the State agencies.

NOTE 2: Summary of Significant Accounting Policies

Basis of Accounting. The Center's grant funds are accounted for on the accrual basis of accounting. Receipts are recorded when earned and authorized under the grant requirements, and expenditures are recorded as the authorized grant costs are incurred.

See independent auditor's report and accompanying notes to the financial statements.

COMPLIANCE REPORT



**Independent Auditor's Report on Internal Control
over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

Board of Directors
Ouachita Children's Center, Inc.
Hot Springs, Arkansas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Ouachita Children's Center, Inc. (the Center), a nonprofit organization, which comprise the statement of financial position as of June 30, 2019, and the related statements of activities and cash flows for the year then ended and the related notes to financial statements and have issued our report thereon dated September 6, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Center's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Center's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Partners

Gary D. Welch, CPA, CVA
Jimmy M. Pate, CPA, CBA, CVA, CRCM
Courtney W. Moore, CPA, CFE, CGMA
Christina B. Ellis, CPA

Principals

Dennis C. Fason, CPA
Phyllis A. Trent, CPA

Founding Partners

Joe L. Woosley, CPA
(1932-Present)
Harry C. Keaton, CPA
(1920-2005)
Clarence W. Jordan, CPA
(1930-2009)
Clen W. Crone, Jr., CPA
(1936-2016)



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Center's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Certified Public Accountants
Hot Springs, Arkansas

September 6, 2019

OUACHITA CHILDREN'S CENTER, INC.
Hot Springs, Arkansas
June 30, 2018
(with Comparative Totals for June 30, 2017)

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GARY D. WOODCOCK, CPA, Principal
 JIMMY M. TAYLOR, CPA, Principal
 TRENDS L. RASON, CPA, Principal
 JOE L. WOOLSEY, CPA

JWCK

Jordan • Woosley • Crone • Keaton • Ltd.
 CERTIFIED PUBLIC ACCOUNTANTS

MARY CRONE, CPA
 (1980-2005)
 CLARENCE W. JORDAN, CPA
 (1980-2003)
 GLEN W. CRONE, JR., CPA
 (1986-2015)

Independent Auditors Report

Board of Directors
 Ouachita Children's Center, Inc.
 Hot Springs, Arkansas

We have audited the accompanying financial statements of Ouachita Children's Center, Inc. (Center) (a non-profit organization), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and cash flows for the year then ended and the related notes to financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Center's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Ouachita Children's Center, Inc. as of June 30, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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MEMBERS
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 OF CERTIFIED
 PUBLIC ACCOUNTANTS

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 Hot Springs Village, Arkansas 71909
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Report on Summarized Comparative Information

We have previously audited the Center's June 30, 2017 financial statements, and our report dated September 20, 2017, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matter

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of functional expenses, units of service provided, and expenditures of federal and state awards are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

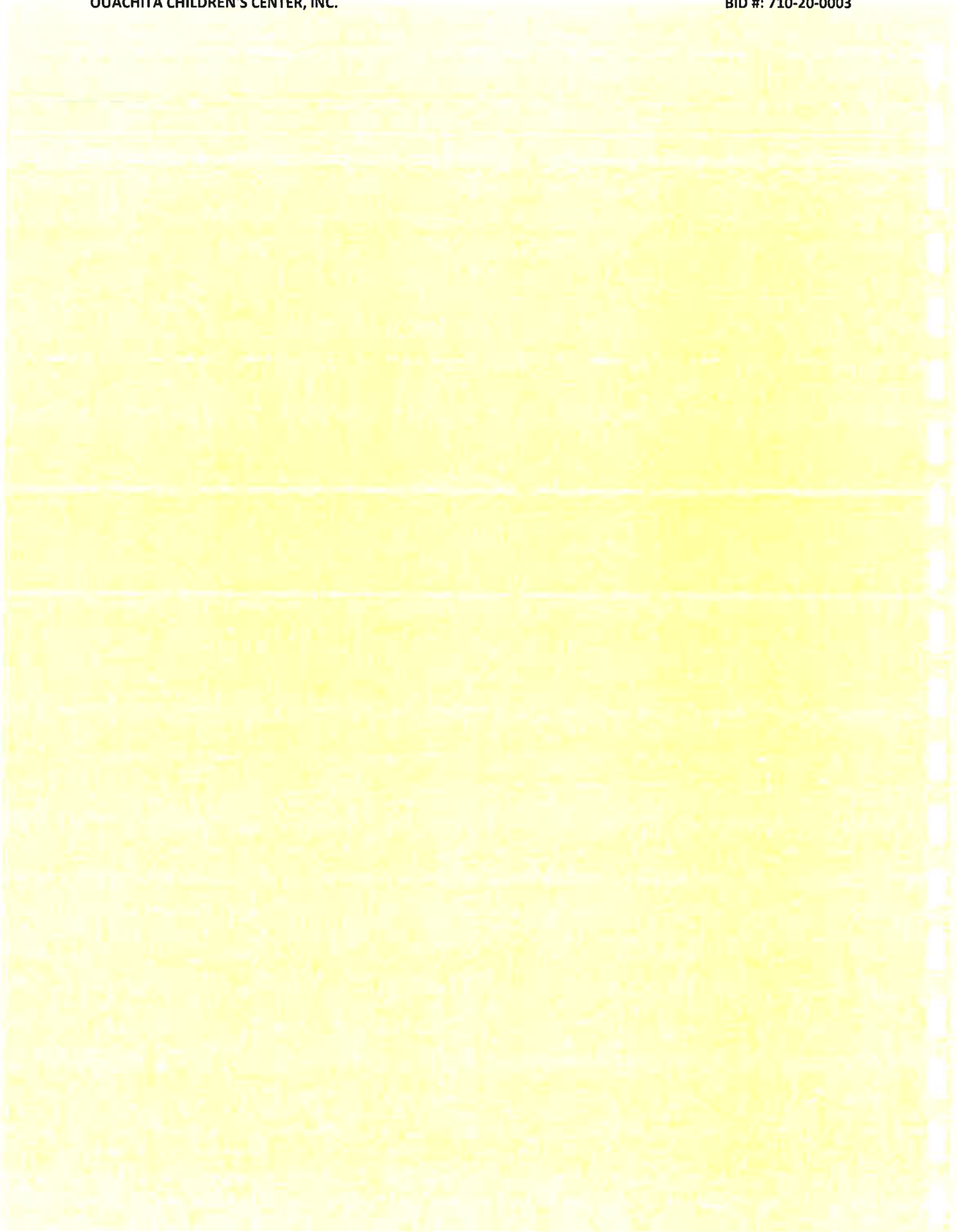
In accordance with *Government Auditing Standards*, we have also issued our report dated September 13, 2018 on our consideration of the Center's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control over financial reporting and compliance.



Certified Public Accountants
Hot Springs, Arkansas

September 13, 2018

COMPLIANCE REPORT



DAVID WELSH, CPA, Principal
 BRUCE M. WALKER, CPA, Principal
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**Independent Auditors Report on Internal Control
 over Financial Reporting and on Compliance
 and Other Matters Based on an Audit of Financial Statements
 Performed in Accordance with *Government Auditing Standards***

Board of Directors
 Ouachita Children's Center, Inc.
 Hot Springs, Arkansas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Ouachita Children's Center, Inc. (Center), a nonprofit organization, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and cash flows for the year then ended and the related notes to financial statements and have issued our report thereon dated September 13, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Center's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Center's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Center's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Center's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Certified Public Accountants
Hot Springs, Arkansas

September 13, 2018