

Report on Department Leases

Department: Public Safety

Secretary: Jami Cook

The purpose of this report is an analysis of leases within each Department and assist in the formulation of a report to the Governor on how to achieve greater efficiency and cost savings as it relates to leases. **The report template includes sections for three projects for your convenience. This number is not a goal or target. You may add or delete boxes for as many projects as you submit.**

ACTION PLAN FOR PROJECT 1:

1. Project Title: Utilize current Office Space/Eliminating lease agreements

1.1. Brief description of project, goal, and action plan.

The Department anticipates using existing office space to accommodate divisions and programs acquired by Act 910. Examples include:

1. The sole Law Enforcement Support Office program employee was moved into a vacant office at the Division on Law Enforcement Standards and Training and is able to operate sharing office equipment; and
2. The Crime Victims Reparations Board program employees were relocated from the Arkansas Attorney General's Office to the Division of the Arkansas State Police.

1.2. Identify any additional resources required for the implementation and success of this plan.

The Department does not anticipate needing additional resources at this time. The Department will continue to research opportunities for the use and expansion of existing space in order to accommodate Department needs.

1.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?

In order to ensure the successful migration of the Crime Victims Reparations Board program from the Attorney General's Office, the program was required to purchase software previously contracted for through the Attorney General's Office. Current budget funding was used to accommodate the \$17,000 cost.

1.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.

The Department anticipates offsetting Division expenses by eliminating inter-division and other cumulative lease payments.

1.5. What is the implementation timeline and key action steps for this plan? How will you track progress?

Implementation is currently ongoing.

1.6. Identify any obstacles to the implementation and success of this plan.

The Department does not anticipate any obstacles associated with this plan.

1.7. How could Department of Transformation and Shared Services provide support to the Department?

The Department does not anticipate additional support needs at this time.

ACTION PLAN FOR PROJECT 2:

2. Project Title: New Construction/Ownership of Space

2.1. Brief description of project, goal, and action plan.

The Division of the Arkansas State Police recently completed construction of a new troop headquarters in Lowell, Arkansas. The completed construction resulted in the elimination of three leased spaces, one for the Crimes Against Children Division and two Driver's License testing locations, saving approximately \$36,088. The new building also dramatically increased applicant processing and screening capabilities.

The completed construction also resulted in the addition of a regional fleet maintenance shop capable of servicing all Department vehicles.

2.2. Identify any additional resources required for the implementation and success of this plan.

The Department does not anticipate needing additional resources at this time.

2.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?

The Department anticipates increased costs associated with the operation and maintenance of the new facility; however, the new facility will result in significant cost savings in other needed areas.

2.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.

The combined services offered by the new facility will result in an overall cost saving to the Department. The Department will continue to track vehicles serviced at the new facility and identify savings associated with in-house maintenance and reduced travel costs.

2.5. What is the implementation timeline and key action steps for this plan? How will you track progress?

Implementation is ongoing. The Department will continue to identify opportunities to expand the services offered at the new facility.

2.6. Identify any obstacles to the implementation and success of this plan.

The Department does not anticipate any obstacles at this time.

2.7. How could Department of Transformation and Shared Services provide support to the Department?

The Department does not anticipate additional support needs at this time.

ACTION PLAN FOR PROJECT 3:

3. Project Title: Satellite Crime Lab in Lowell, Arkansas

3.1. Brief description of project, goal, and action plan.

In 2016, the Arkansas State Crime Lab partnered with the Arkansas State Police to allow for the construction of a satellite testing lab in the proposed troop headquarters in Lowell, AR. The new building was completed in 2019 and will result in significant advancements in the delivery of services to the NW Arkansas region.

3.2. Identify any additional resources required for the implementation and success of this plan.

Implementation of a regional crime lab resulted in approximately \$3M in necessary building accommodations and equipment. Through federal grants, the Highway Safety Office, and Arkansas Department of Health the Crime Lab was able to purchase all necessary equipment to ensure the successful operation of the satellite lab. Two Forensic Scientists were transferred from the Little Rock facility, and the Crime Lab obtained additional positions and operating appropriations to support the satellite lab.

3.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?

The Division of the Arkansas State Crime Lab received rainy day funding in the amount of \$2,762,968 to use for building accommodations. The Division also used federal funding and other special revenue as it became available. The Division received \$300,000 in additional operating appropriations to accommodate the additional costs associated with operating the satellite lab.

3.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.

The Division anticipates that the satellite lab will accommodate approximately 16 counties, to include:

1. Baxter
2. Benton
3. Boone
4. Carroll
5. Crawford
6. Franklin
7. Johnson
8. Logan
9. Madison
10. Marion
11. Newton
12. Pope
13. Scott

- 14. Searcy
- 15. Sebastian, and
- 16. Washington

The Department anticipates that the satellite lab will result in decreased down time for law enforcement officers; shorter processing times for criminal and other cases; and improved commuting times for Division employees.

3.5. What is the implementation timeline and key action steps for this plan? How will you track progress?

Division personnel were relocated to the satellite lab in July, 2019. The lab began receiving materials for processing in October, 2019. The Department is committed to the success of the satellite lab and will continue to evaluate opportunities for increased delivery of services in the NW region of the state.

3.6. Identify any obstacles to the implementation and success of this plan.

The Department anticipates an ongoing need for maintenance and purchase of necessary lab equipment. The Department will continue to research available funding sources in order to ensure the success of the satellite lab.

3.7. How could Department of Transformation and Shared Services provide support to the Department?

The Department does not anticipate additional support needs at this time.

Additional thoughts/comments: