

(501)682-1619  
(501)682-2823 FAX



101 EAST CAPITOL AVENUE, SUITE 410  
LITTLE ROCK, ARKANSAS 72201-3823

## CLAIM FORM

Please note that all sections must be completed, or this form will be returned to you, which will delay the processing of your claim.

**1. Claimant** *(If there are additional claimants, please fill out an additional form for each)*

Centers for Youth and Families

jsanden@thecentersar.com

(title/last name/first name or company)

(email)

PO Box 251970

Little Rock

AR

72225

(501) 660-6808

(address)

(city)

(state)

(zip)

(primary phone)

**2. Claimant's Legal Counsel** *(If not represented by an attorney, you may skip this section)*

Raub

McKenzie

mckenzie.raub@kutakrock.com

(last name)

(first name)

(email)

124 West Capitol Avenue, Suite 20

Little Rock

AR

72201

(501) 975-3000

(address)

(city)

(state)

(zip)

(primary phone)

Arkansas Bar Number: 2019142

*If not licensed to practice law in Arkansas, please contact the Claims Commission for more information.*

**3. State Agency Involved** Arkansas Department of Human Services

*(If this section is not completed, the claim will be returned to you as deficient. Please note that the agency or agencies involved must be state agencies. The Claims Commission has no jurisdiction over claims against counties, cities, school districts, or other municipalities.)*

**4. Incident Date** 6/23/2022

**5. Claim Type**

Unpaid Bill

**5a. Location of Incident**

**5b. Explanation of Incident**

[REDACTED]

[REDACTED]

**5c. CHECK HERE if this claim involves damage to a motor vehicle.** ☐

**5d. CHECK HERE if this claim involves damage to property other than a motor vehicle.** ☐

**5e. Insurance Coverage**

- If your property was covered by insurance on the date of the incident, you must provide a copy of the insurance declarations in effect at that time. This is not the same as your insurance card. You may obtain a copy of your insurance declarations from your insurer or insurance agent.

-If you did NOT have insurance coverage in effect on your property on the date of the incident, CHECK HERE ☐

**5f. Additional Required Documents for Property Damage Claims**

You must submit invoice(s) documenting repair costs OR three estimates for repair OR an explanation why this documentation cannot be provided.

**6. If a state vehicle was involved, please provide the following information**

---

(type of state vehicle involved)	(license number)	(driver)
----------------------------------	------------------	----------

**7. If your claim involves personal injuries, please CHECK HERE** ☐

- All personal injury claims require a copy of your health insurance information in place at the time of the incident.

- If you did NOT have health insurance on the date of the incident, CHECK HERE ☐

**8. Amount Sought:** \$73,224.00

**IMPORTANT**

Please note that the Claims Commission staff is happy to answer questions about the claim process, but Claims Commission staff cannot give legal advice. For questions please contact us through email at [ascc.new.claims@arkansas.gov](mailto:ascc.new.claims@arkansas.gov) or by phone at (501) 682-1619.

## **STOP!**

**The following section MUST be completed in the presence of a Notary Public.**

The undersigned certifies that to the best of my knowledge, information, and belief, this claim is not being presented for any improper purpose; this claim is warranted by existing law or by a non-frivolous argument for extending, modifying, or reversing existing law or for establishing new law; and the factual contentions have evidentiary support of, if specifically so identified, will likely have evidentiary support after a reasonable opportunity for further investigation or discovery.

\_\_\_\_\_  
Claimant

### **ACKNOWLEDGEMENT**

State of \_\_\_\_\_

County of \_\_\_\_\_

On this the \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned notary, personally appeared \_\_\_\_\_ known to me (or satisfactorily proven) to be the person whose name is subscribed to this instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.

\_\_\_\_\_  
Signature of Notary Public

[seal of office]

My Commission Expires: \_\_\_\_\_



Arkansas  
State Claims Commission

MAY 26 2023

RECEIVED

Arkansas State Claims Commission  
101 East Capitol Avenue, Suite 410  
Little Rock, AR 72201-3823

May 24, 2023

Re: Claims Commission Claim

To Whom It May Concern:

Please see attached Claim Submission Signature Page that is to accompany the claim submitted online on 5/24/23 at approximately 11:30 am for Centers for Youth and Families regarding claims for [REDACTED] in the amount of \$73,224.00. If any further information is needed or there are any questions, please contact me.

Sincerely,

Jill Sanden, CPA  
Chief Financial Officer  
P.O. Box 251970 | Little Rock, AR 72225-1970  
501-660-6808  
[jsanden@thecentersar.com](mailto:jsanden@thecentersar.com)

# ARKANSAS STATE CLAIMS COMMISSION

(501) 682-1619  
FAX (501) 682-2823



KATHRYN IRBY  
DIRECTOR

Arkansas  
State Claims Commission

MAY 26 2023

RECEIVED

101 EAST CAPITOL AVENUE  
SUITE 410  
LITTLE ROCK, ARKANSAS  
72201-3823

## CLAIM SUBMISSION SIGNATURE PAGE

The undersigned certifies that to the best of my knowledge, information, and belief, this claim is not being presented for any improper purpose; this claim is warranted by existing law or by a non-frivolous argument for extending, modifying, or reversing existing law or for establishing new law; and the factual contentions have evidentiary support or, if specifically so identified, will likely have evidentiary support after a reasonable opportunity for further investigation or discovery.

Jill Sanden on behalf of Centers for Youth and Families  
Claimant Name (must be printed legibly)

Jill Sanden  
Claimant Signature

## Acknowledgement

State of Arkansas

County of Saline

On this the 24 day of May, 2023, before me, the undersigned notary, personally appeared Jill Sanden known to me (or satisfactorily proven) to be the person whose name is subscribed to this instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.

Angie Caldwell  
Signature of Notary Public

My Commission expires: 9-11-2028

[Seal of Office]



INVOICE  
BILLED TO: DAABHS.

Vendor Centers for Youth and Families Date: 05/01/2023  
Name:

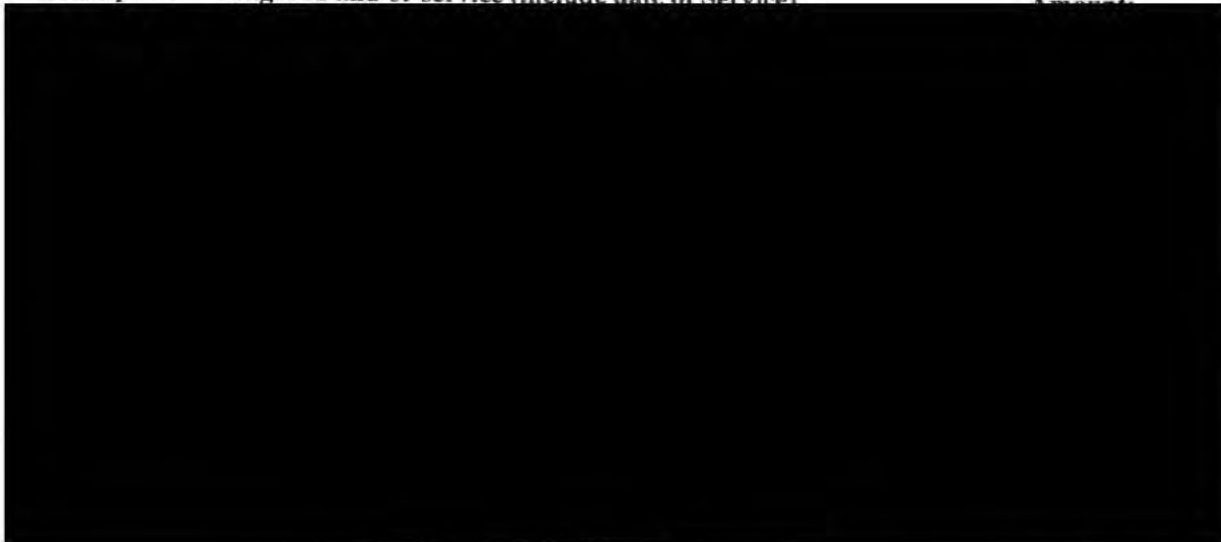
Address:

P.O. Box 251970

Little Rock, AR 72225

**GOODS, SERVICES AND/OR ASSISTANCE PROVIDED:**

Description Of goods and or service (include date of Service)



Total Payment \$73,224

Signature  
Client/Provider/Vendor:

Barbara McAny

Date: 5/1/2023

Official Title:

COO

DHS Authorized Signature:

Date:

Official Title:

**From:** [ASCC New Claims](#)  
**To:** [jsanden@thecentersar.com](mailto:jsanden@thecentersar.com)  
**Bcc:** [Kathryn Irby](#)  
**Subject:** Centers for Youth and Families, Claim No. 231542 - deficient  
**Date:** Monday, June 12, 2023 2:56:00 PM  
**Attachments:** [Centers for Youth and Families Elct Form.pdf](#)  
[Centers for Youth and Families Sig and Supp.pdf](#)

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Dear Ms. Sanden,

Because the amount owed is more than \$2000, Centers for Youth and Families must be represented by Arkansas counsel to bring a claim before the Claims Commission pursuant to Ark. Code Ann. 19-10-222. I do not see your name on the Arkansas Supreme Court's online list of Arkansas-licensed attorneys. As such, this claim is in a deficient status and cannot be sent to the Arkansas Department of Human Services for response. If Centers for Youth and Families hires an Arkansas attorney to pursue this claim, the attorney can file an entry of appearance via email ([ascc.new.claims@arkansas.gov](mailto:ascc.new.claims@arkansas.gov)), via mail (101 E. Capitol Ave., Ste. 410, Little Rock, Arkansas 72201), or via facsimile (501-682-2823).

Contact this office with any questions.

Thank you,  
Caitlin

**Caitlin McDaniel**

*Administrative Specialist II*

**Arkansas State Claims Commission**

101 East Capitol Avenue, Suite 410

Little Rock, Arkansas 72201

(501) 682-1619



**From:** [Raub, McKenzie L.](#)  
**To:** [ASCC New Claims](#); [ASCC Pleadings](#)  
**Cc:** [Askew III, Jess L.](#); [Sweet, Lindsey D.](#)  
**Subject:** Centers for Youth and Families, Claim No. 231542  
**Date:** Wednesday, June 28, 2023 4:04:11 PM  
**Attachments:** [Entry of Appearance.PDF](#)  
[Motion to Seal Claim and for Leave to File Amended Claim Under Seal.PDF](#)

---

Some people who received this message don't often get email from mckenzie.raub@kutakrock.com. [Learn why this is important](#)

Please find attached an Entry of Appearance in the above referenced matter for Jess Askew III and me, as well as a Motion to Seal Claim and For Leave to File Amended Claim Under Seal.

Upon the commission's ruling on the attached motion, Centers intends to file an Amended Claim.

Please let me know if anything else is needed at this time.

Thank you!

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

p: 501.975.3127 m: 501.975.3000

---

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Thank you.

ARKANSAS CLAIMS COMMISSION

CENTERS FOR YOUTH AND FAMILIES, INC.

CLAIMANT

v.

Claim No. 231542

ARKANSAS DEPARTMENT OF HUMAN  
SERVICES

RESPONDING AGENCY

---

ENTRY OF APPEARANCE

---

Jess Askew III and McKenzie L. Raub of Kutak Rock, LLP, 124 W. Capitol Avenue, Suite 2000, Little Rock, Arkansas 72201, hereby give notice of their appearance in this matter on behalf of Claimant Centers for Youth and Families, Inc. and hereby request that all orders, pleadings, motions, proposed orders, discovery, and other papers filed or served in this matter be served upon them as provided by the rules of the Arkansas Claims Commission.

Respectfully submitted,

**KUTAK ROCK LLP**

By: 

Jess Askew III, Ark. Bar No. 86005  
McKenzie L. Raub, Ark. Bar No. 2019142  
124 West Capitol Avenue, Suite 2000  
Little Rock, Arkansas 72201-3706  
(501) 975-3000 Telephone  
(501) 975-3001 Facsimile  
jess.askew@kutakrock.com  
mckenzie.raub@kutakrock.com

*Counsel for Claimant Centers for Youth and  
Families, Inc.*

ARKANSAS CLAIMS COMMISSION

CENTERS FOR YOUTH AND FAMILIES

CLAIMANT

v.

Claim No. 231542

ARKANSAS DEPARTMENT OF HUMAN  
SERVICES

RESPONDING AGENCY

---

**MOTION TO SEAL CLAIM AND FOR LEAVE TO FILE AMENDED CLAIM UNDER  
SEAL**

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Claimant Centers for Youth and Families (“Centers”), for their motion for leave to file exhibits under seal, states:

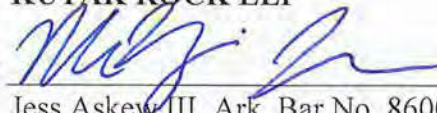
1. Centers intends to file an Amended Claim in this matter.
2. The Claim centers around payment for services provided to a minor. This information is confidential.
3. The confidential information contained in the awards can be protected by filing the Amended Claim under seal and placing the original Claim under seal.
4. Accordingly, Claimant requests leave to file the Amended Claim under seal and place the original Claim under seal.

WHEREFORE, Claimant Centers for Youth and Families respectfully requests that their Motion to Seal Complaint and For Leave to File Amended Claim Under Seal be granted, and that the Claim and Amended Claim be filed under seal.

Respectfully submitted,

**KUTAK ROCK LLP**

By:



Jess Askew III, Ark. Bar No. 86005

McKenzie L. Raub, Ark. Bar No. 2019142

124 West Capitol Avenue, Suite 2000

Little Rock, Arkansas 72201-3706

(501) 975-3000 Telephone

(501) 975-3001 Facsimile

jess.askew@kutakrock.com

mckenzie.raub@kutakrock.com

*Counsel for Claimant Centers for Youth and  
Families, Inc.*

**From:** [Kathryn Irby](#)  
**To:** [Raub, McKenzie L.](#); [ASCC New Claims](#); [ASCC Pleadings](#)  
**Cc:** [Askew III, Jess L.](#); [Sweet, Lindsey D.](#)  
**Subject:** RE: Centers for Youth and Families, Claim No. 231542  
**Date:** Wednesday, June 28, 2023 5:28:00 PM

---

Ms. Raub, I will submit this motion to the Commission for review, but it will take me a couple of weeks to get an order back to you. Please follow up with me if you haven't heard anything by August 1.

Thanks,  
Kathryn Irby

**Kathryn Irby**  
**Arkansas State Claims Commission**  
101 East Capitol Avenue, Suite 410  
Little Rock, Arkansas 72201  
(501) 682-2822

---

**From:** Raub, McKenzie L. <McKenzie.Raub@KutakRock.com>  
**Sent:** Wednesday, June 28, 2023 4:04 PM  
**To:** ASCC New Claims <ascc.new.claims@arkansas.gov>; ASCC Pleadings <ascppleadings@arkansas.gov>  
**Cc:** Askew III, Jess L. <Jess.Askew@kutakrock.com>; Sweet, Lindsey D. <Lindsey.Sweet@KutakRock.com>  
**Subject:** Centers for Youth and Families, Claim No. 231542

Some people who received this message don't often get email from [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com). [Learn why this is important](#)

Please find attached an Entry of Appearance in the above referenced matter for Jess Askew III and me, as well as a Motion to Seal Claim and For Leave to File Amended Claim Under Seal.

Upon the commission's ruling on the attached motion, Centers intends to file an Amended Claim.

Please let me know if anything else is needed at this time.

Thank you!

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

p: 501.975.3127 m: 501.975.3000

---

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Thank you.

**From:** [Raub, McKenzie L.](#)  
**To:** [Kathryn Irby](#); [ASCC New Claims](#); [ASCC Pleadings](#)  
**Cc:** [Askew III, Jess L.](#); [Sweet, Lindsey D.](#)  
**Subject:** RE: Centers for Youth and Families, Claim No. 231542  
**Date:** Friday, June 30, 2023 11:25:49 AM

---

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Kathryn,

Thank you. Please let us know if there is anything else you or the Commission needs ahead of review of the motion.

Best,

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

p: 501.975.3127 m: 501.975.3000

---

**From:** Kathryn Irby <Kathryn.Irby@arkansas.gov>  
**Sent:** Wednesday, June 28, 2023 5:29 PM  
**To:** Raub, McKenzie L. <McKenzie.Raub@KutakRock.com>; ASCC New Claims <ASCC.New.Claims@arkansas.gov>; ASCC Pleadings <ASCCPleadings@arkansas.gov>  
**Cc:** Askew III, Jess L. <Jess.Askew@kutakrock.com>; Sweet, Lindsey D. <Lindsey.Sweet@KutakRock.com>  
**Subject:** RE: Centers for Youth and Families, Claim No. 231542

**[ CAUTION - EXTERNAL SENDER ]**

Ms. Raub, I will submit this motion to the Commission for review, but it will take me a couple of weeks to get an order back to you. Please follow up with me if you haven't heard anything by August 1.

Thanks,  
Kathryn Irby

**Kathryn Irby**  
**Arkansas State Claims Commission**  
101 East Capitol Avenue, Suite 410  
Little Rock, Arkansas 72201  
(501) 682-2822

---

**From:** Raub, McKenzie L. <[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)>  
**Sent:** Wednesday, June 28, 2023 4:04 PM  
**To:** ASCC New Claims <[ascc.new.claims@arkansas.gov](mailto:ascc.new.claims@arkansas.gov)>; ASCC Pleadings <[asccpleadings@arkansas.gov](mailto:asccpleadings@arkansas.gov)>  
**Cc:** Askew III, Jess L. <[Jess.Askew@kutakrock.com](mailto:Jess.Askew@kutakrock.com)>; Sweet, Lindsey D. <[Lindsey.Sweet@KutakRock.com](mailto:Lindsey.Sweet@KutakRock.com)>  
**Subject:** Centers for Youth and Families, Claim No. 231542

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Please find attached an Entry of Appearance in the above referenced matter for Jess Askew III and me, as well as a Motion to Seal Claim and For Leave to File Amended Claim Under Seal.

Upon the commission's ruling on the attached motion, Centers intends to file an Amended Claim.

Please let me know if anything else is needed at this time.

Thank you!

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

**p:** 501.975.3127 **m:** 501.975.3000

---

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Thank you.



**BEFORE THE ARKANSAS STATE CLAIMS COMMISSION**

**CENTERS FOR YOUTH AND FAMILIES**

**CLAIMANT**

**V.**

**CLAIM NO. 231542**

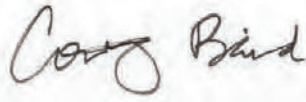
**ARKANSAS DEPARTMENT OF HUMAN  
SERVICES**

**RESPONDENT**

**ORDER**

Now before the Arkansas State Claims Commission (the “Commission”) is a motion filed by the Centers for Youth and Families (the “Claimant”) to seal the claim and to file an amended claim under seal. The Commission notes that this claim has been in a deficient status because Claimant was not represented by Arkansas counsel, as required by Ark. Code Ann. § 19-10-222. The Commission further notes that this deficiency has been remedied by the entries of appearance filed on June 28, 2023, by Jess Askew III and McKenzie L. Raub. For good cause shown, the Commission GRANTS Claimant’s motion and places this claim (and any amended claim filed by Claimant) under seal. The Commission notes that, under the Arkansas Rules of Civil Procedure, Claimant need not seek leave of the Commission to amend its complaint.

IT IS SO ORDERED.



---

ARKANSAS STATE CLAIMS COMMISSION  
Courtney Baird



---

ARKANSAS STATE CLAIMS COMMISSION  
Henry Kinslow, Chair



---

ARKANSAS STATE CLAIMS COMMISSION  
Sylvester Smith

DATE: July 21, 2023

**Notice(s) which may apply to your claim**

- (1) A party has forty (40) days from the date of this Order to file a Motion for Reconsideration or a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1). If a Motion for Reconsideration is denied, that party then has twenty (20) days from the date of the denial of the Motion for Reconsideration to file a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1)(B)(ii). A decision of the Claims Commission may only be appealed to the General Assembly. Ark. Code Ann. § 19-10-211(a)(3).
- (2) If a Claimant is awarded less than \$15,000.00 by the Claims Commission at hearing, that claim is held forty (40) days from the date of disposition before payment will be processed. *See* Ark. Code Ann. § 19-10-211(a). Note: This does not apply to agency admissions of liability and negotiated settlement agreements.
- (3) Awards or negotiated settlement agreements of \$15,000.00 or more are referred to the General Assembly for approval and authorization to pay. Ark. Code Ann. § 19-10-215(b).

**From:** [Misty Scott](#) on behalf of [ASCC Pleadings](#)  
**To:** [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)  
**Cc:** [ASCC Pleadings](#); [Kathryn Irby](#)  
**Subject:** ORDER: Centers for Youth and Families v. Arkansas Department of Human Services, Claim No. 231542  
**Date:** Wednesday, July 26, 2023 9:42:04 AM  
**Attachments:** [Centers for Youth and Families-order.pdf](#)

---

Ms. Askew and Ms. Raub:

Please see attached order entered by the Claims Commission. Contact Kathryn Irby with any questions.

Thank you,

*Misty*

**Misty Scott**  
**Arkansas State Claims Commission**

**BEFORE THE ARKANSAS STATE CLAIMS COMMISSION**

**CENTERS FOR YOUTH AND FAMILIES**

**CLAIMANT**

**V.**

**CLAIM NO. 231542**

**ARKANSAS DEPARTMENT OF HUMAN  
SERVICES**

**RESPONDENT**

**ORDER**

Now before the Arkansas State Claims Commission (the “Commission”) is a motion filed by the Centers for Youth and Families (the “Claimant”) to seal the claim and to file an amended claim under seal. The Commission notes that this claim has been in a deficient status because Claimant was not represented by Arkansas counsel, as required by Ark. Code Ann. § 19-10-222. The Commission further notes that this deficiency has been remedied by the entries of appearance filed on June 28, 2023, by Jess Askew III and McKenzie L. Raub. For good cause shown, the Commission GRANTS Claimant’s motion and places this claim (and any amended claim filed by Claimant) under seal. The Commission notes that, under the Arkansas Rules of Civil Procedure, Claimant need not seek leave of the Commission to amend its complaint.

IT IS SO ORDERED.



ARKANSAS STATE CLAIMS COMMISSION  
Courtney Baird



ARKANSAS STATE CLAIMS COMMISSION  
Henry Kinslow, Chair



ARKANSAS STATE CLAIMS COMMISSION  
Sylvester Smith

DATE: July 21, 2023

**Notice(s) which may apply to your claim**

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- (2) If a Claimant is awarded less than \$15,000.00 by the Claims Commission at hearing, that claim is held forty (40) days from the date of disposition before payment will be processed. *See* Ark. Code Ann. § 19-10-211(a). Note: This does not apply to agency admissions of liability and negotiated settlement agreements.
- (3) Awards or negotiated settlement agreements of \$15,000.00 or more are referred to the General Assembly for approval and authorization to pay. Ark. Code Ann. § 19-10-215(b).

ARKANSAS STATE CLAIMS COMMISSION  
-Claim Form-

Arkansas  
State Claims Commission

Please note that all sections must be completed, or this form will be returned to you, which will delay the processing of your claim.

RECEIVED

1. Claimant's Legal Counsel - ☐ (If representing yourself (Pro Se) please check this box and proceed to section 2)

Askew III Jess McKenzie L. jess.askew@kutakrock.com  
Raub mckenzie.raub@kutakrock.com  
(last name) (first name) (email)

124 W. Capitol Avenue, Suite 2000, Little Rock AR 72201 501-975-3000  
(address) (city) (state) (zip) (primary phone)

Arkansas Bar Number: 2019142 *If not licensed to practice law in Arkansas, please contact the Claims Commission for more information.*

2. Claimant

Centers for Youth and Families jsanden@thecentersar.com  
(title/last name/first name or company) (email)  
PO Box 251970 Little Rock AR 72225 501-660-6808  
(address) (city) (state) (zip) (primary phone)

3. State Agency Involved: (must be an Arkansas state agency. The Arkansas Claims Commission has no jurisdiction over county, city, or other municipalities)

Arkansas Department of Human Services  
(state agency involved)

4. Incident Date

5. Claim Type

Please provide a brief explanation of your claim. If additional space is required please attach additional statements to this form.

Please see attachment.

5a. Check here if this claim involves damage to a motor vehicle. ☐

5b. Check here if this claim involves damage to property other than a motor vehicle. ☐

All property damage claims require a copy of your insurance declarations covering the property or motor vehicle at the time of damage.

I did not have insurance covering my property/motor vehicle at the time of damage. ☐

All property damage claims require ONE of the following (please attach):

1. Invoice(s) documenting repair costs, OR
2. Three (3) estimates for repair of the damaged property, OR
3. An explanation why repair bill(s) or estimate(s) cannot be provided.



6. Was a state vehicle involved? (If Yes, please complete the following section)

(type of state vehicle involved)

(license number)

(driver)

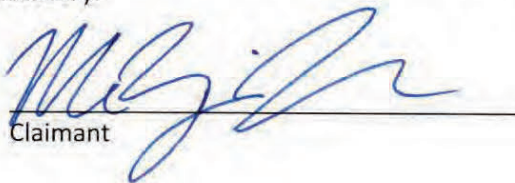
7. Check here if this claim involves personal injury.

All personal injury claims require a copy of your medical insurance information and relevant medical bills in place at the time of the incident.

I do not have health insurance ☐

8. Amount Sought: \$73,224.00

The undersigned certifies that to the best of my knowledge, information, and belief, this claim is not being presented for any improper purpose; this claim is warranted by existing law or by a non-frivolous argument for extending, modifying, or reversing existing law or for establishing new law; and the factual contentions have evidentiary support or, if specifically so identified, will likely have evidentiary support after a reasonable opportunity for further investigation or discovery.


  
Claimant

ACKNOWLEDGEMENT

State of Arkansas  
County of Pulaski

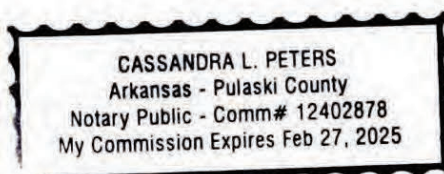
On this the 28th day of June, 2023 before me, the undersigned notary, personally appeared Mckenzie Rault known to me (or satisfactorily proven) to be the person whose name is subscribed to this instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.

  
Signature of Notary Public

[seal of office]

My Commission expires: \_\_\_\_\_



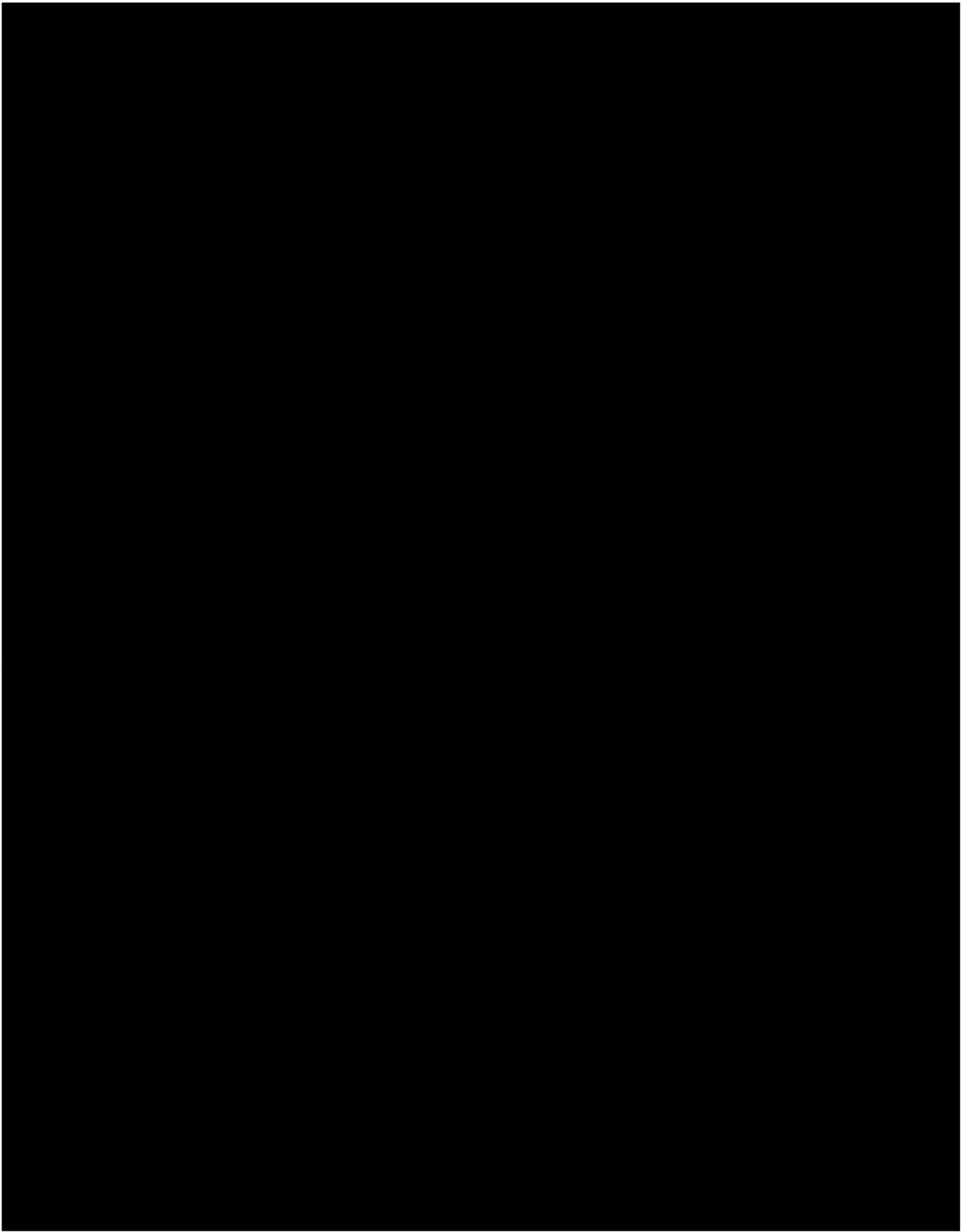
---

**Explanation of Claim**

---







**From:** [ASCC New Claims](#)  
**To:** [Mitch Rouse; OCC Claims Commission Cases](#)  
**Cc:** [Kathryn Irby](#)  
**Subject:** CLAIM: Centers for Youth and Families v. DHS, Claim No. 231542  
**Date:** Tuesday, August 1, 2023 1:17:00 PM  
**Attachments:** [Centers for Youth and Families vs DHS agency ltr.pdf](#)  
[REDACTED]  
[Centers for Youth and Families Claim No. 231542.msg](#)  
[RE Centers for Youth and Families Claim No. 231542.msg](#)  
[RE Centers for Youth and Families Claim No. 231542.msg](#)  
[231542 Order re motion to seal and motion for leave to amend complaint.pdf](#)  
[ORDER Centers for Youth and Families v. Arkansas Department of Human Services Claim No. 231542.msg](#)  
[REDACTED]

---

Please see attached. Contact Kathryn Irby with any questions.

Thank you,  
Caitlin

**Caitlin McDaniel**  
*Administrative Specialist II*  
**Arkansas State Claims Commission**  
101 East Capitol Avenue, Suite 410  
Little Rock, Arkansas 72201  
(501) 682-1619

**From:** [ASCC New Claims](#)  
**To:** [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)  
**Bcc:** [Kathryn Irby](#)  
**Subject:** Centers for Youth and Families v. DHS, Claim No. 231542  
**Date:** Tuesday, August 1, 2023 1:18:00 PM  
**Attachments:** [Centers for Youth and Families vs DHS agency ltr.pdf](#)

---

Dear Mr. Askew and Ms. Raub,

Attached please find a copy of the letter sent with Centers for Youth and Families claim to the Arkansas Department of Human Services.

Thank you,  
Caitlin

**Caitlin McDaniel**

*Administrative Specialist II*

**Arkansas State Claims Commission**

101 East Capitol Avenue, Suite 410

Little Rock, Arkansas 72201

(501) 682-1619

**From:** [Brent Gasper](#)  
**To:** [Kathryn Irby](#)  
**Cc:** [jess.askew@kutakrock.com](#); [mckenzie.raub@kutakrock.com](#)  
**Subject:** RE: Centers for Youth v. DHS, #231542  
**Date:** Wednesday, August 16, 2023 4:04:33 PM

---

Thanks Kathryn. I'll just go ahead and file a formal answer to make it easier.

Thx!

brent

---

**From:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>  
**Sent:** Wednesday, August 16, 2023 3:45 PM  
**To:** Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Cc:** [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)  
**Subject:** RE: Centers for Youth v. DHS, #231542

Brent, you're welcome to put your answer in letter form, but it is helpful to have a formal answer or formal correspondence. You're welcome to email either, though. We have accepted emails in a pinch before, but the preference is a formal answer or correspondence on agency letterhead.

Thanks,  
Kathryn

---

**From:** Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Sent:** Wednesday, August 16, 2023 10:21 AM  
**To:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>  
**Cc:** [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)  
**Subject:** Centers for Youth v. DHS, #231542

Good morning, Kathryn;

Upon conferring with my client, DHS is admitting liability in this case for the amount alleged in the claim. I believe our Answer is due by August 31. Given that we are admitting liability at this point will a formal Answer be required? I can provide the fund information below:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Please advise,

Thanks!

Brent

Cc: Jess Askew, McKenzie Raub

Brent P. Gasper

Assistant Deputy Chief Counsel  
Department of Human Services, Office of Chief Counsel  
700 Main Street  
Donaghey Plaza South  
PO Box 1437, Slot S-260  
Little Rock, AR 72203  
(501) 320-8950

[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)

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**The sender has not waived any applicable privilege by sending the accompanying transmission. If you have received this transmission in error, please notify the sender by return email and delete the message and attachment(s) from your system.**

**From:** [Daiquiri Carter](#)  
**To:** [ASCC Pleadings](#); [Brent Gasper](#); [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)  
**Cc:** [Daiquiri Carter](#)  
**Subject:** CC 231542  
**Date:** Thursday, August 17, 2023 10:54:58 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[DHS Answer CC 231542\\_001.pdf](#)

---

Please find attached DHS' Answer to the above mentioned Complaint. I have copied Claimant's attorneys on this email.

Thank you,

Daiquiri D. Carter, M.Ed.  
Legal Services Specialist  
Office of Chief Counsel  
PO Box 1437, Slot S260  
Little Rock, AR 72203-1437  
501-320-6338 phone  
501-682-6720 fax  
[Daiquiri.carter@dhs.arkansas.gov](mailto:Daiquiri.carter@dhs.arkansas.gov)



□ □ □

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**ARKANSAS STATE CLAIMS COMMISSION**

**CENTERS FOR YOUTH AND  
FAMILY SERVICES**

**CLAIMANT**

**v.**

**CC # 231542**

**ARKANSAS DEPARTMENT OF  
HUMAN SERVICES**

**RESPONDENT**

**ANSWER**

COMES NOW, the Respondent, the State of Arkansas, Department of Human Services, Office of Chief Counsel, by its attorney, Brent P. Gasper, Assistant Deputy Chief Counsel, and for its Answer, states:

1. After a review of Claimant's submissions and an investigation into the allegations contained in the claim form, Respondent admits liability. Specifically, Respondent admits that Claimant is owed seventy-three thousand two hundred twenty-four dollars (\$73,244.00) for services provided to Respondent.

2. To the extent Claimant alleges it is owed compensation in excess of what Respondent admits in paragraph 1 of this Answer, those allegations and the factual bases comprising those allegations are denied in their entirety. Further, any allegations not specifically admitted herein are denied in their entirety.

3. Respondent asserts the following affirmative defenses to the extent they may apply:

- A. The statute of limitations bars any claim not specifically admitted herein;
- B. The complaint has failed to state a claim for which relief can be granted as to any claim not specifically admitted herein; and
- C. The doctrine of laches bars any claim not specifically admitted herein.

4. Respondent reserves the right to amend and plead any additional defenses that may be appropriate based upon further pleading.

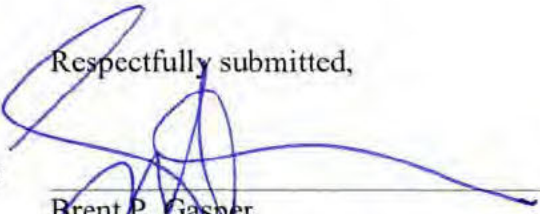
5. For claim No. 231542 the account information is:



WHEREFORE, Respondent admits that Claimant has shown it is entitled to be paid seventy-three thousand two hundred twenty-four dollars (\$73,244.00) and prays for any and all other relief to which Respondent is entitled.

Respectfully submitted,

By:

  
Brent P. Gasper  
Assistant Deputy Chief Counsel  
Ark. Bar No. 98240

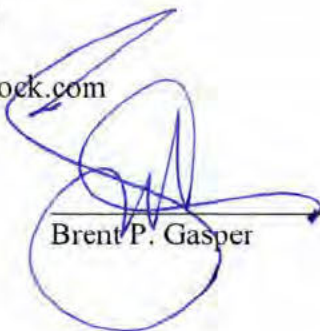
Arkansas Department of Human Services  
Office of Chief Counsel  
P.O. Box 1437  
Little Rock, AR 72203  
Phone (501) 320-8950  
[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)

### **CERTIFICATE OF SERVICE**

I, Brent Gasper, hereby certify that on 17 August, 2023, I electronically filed the foregoing with the Claims Commission and emailed attorneys for Claimant:

Jess Askew, [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com)

McKenzie Raub, [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)

  
Brent P. Gasper



**From:** [Raub, McKenzie L.](#)  
**To:** [Kathryn Irby](#); [Brent Gasper](#)  
**Cc:** [Askew III, Jess L.](#)  
**Subject:** RE: Centers for Youth v. DHS, #231542  
**Date:** Wednesday, August 23, 2023 4:16:09 PM

---

You don't often get email from [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com). [Learn why this is important](#)

Kathryn,

Thank you. This is helpful. We'll keep an eye out for the email notices you reference below. If there is anything you need from Centers between now and then, please do not hesitate to reach out.

Best,

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

p: 501.975.3127 m: 501.975.3000

---

**From:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>  
**Sent:** Tuesday, August 22, 2023 11:44 AM  
**To:** Raub, McKenzie L. <[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)>; Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Cc:** Askew III, Jess L. <[Jess.Askew@kutakrock.com](mailto:Jess.Askew@kutakrock.com)>  
**Subject:** RE: Centers for Youth v. DHS, #231542

**[ CAUTION - EXTERNAL SENDER ]**

McKenzie, this claim is being submitted to the Commission for an order since it is uncontested. I expect that I'll have an order to the parties near the end of September. However, because of the amount, this claim will also have to go to the Legislature for approval and, if approved, placement on an appropriations bill during the fiscal session in 2024. If the claim is approved and placed on the fiscal session appropriations bill, it will likely be May-June 2024 when the Commission is able to send payment out.

You will receive notice from me via email when I transmit the claim to the Bureau of Legislative Research. I believe that the Claims Review Subcommittee will meet in December sometime, and I would expect this item to be on that meeting agenda for review. You should receive notice of the meeting from the Bureau of Legislative Research, although my understanding is that the CRS meeting schedule is on the Legislature's website.

Please let me know if you have any other questions.

Kathryn

**Kathryn Irby**  
**Arkansas State Claims Commission**  
101 East Capitol Avenue, Suite 410  
Little Rock, Arkansas 72201  
(501) 682-2822

---

**From:** Raub, McKenzie L. <[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)>  
**Sent:** Monday, August 21, 2023 5:10 PM  
**To:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>; Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Cc:** Askew III, Jess L. <[Jess.Askew@kutakrock.com](mailto:Jess.Askew@kutakrock.com)>  
**Subject:** RE: Centers for Youth v. DHS, #231542

Kathryn,

Please let me know if the Commission needs anything else from Centers in order to complete this claim.

Best,

**McKenzie L. Raub**

Associate

**Kutak Rock LLP**

124 West Capitol Avenue, Suite 2000 | Little Rock, AR 72201

[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)

p: 501.975.3127 m: 501.975.3000

---

**From:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>  
**Sent:** Wednesday, August 16, 2023 3:45 PM  
**To:** Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Cc:** Askew III, Jess L. <[Jess.Askew@kutakrock.com](mailto:Jess.Askew@kutakrock.com)>; Raub, McKenzie L. <[McKenzie.Raub@KutakRock.com](mailto:McKenzie.Raub@KutakRock.com)>  
**Subject:** RE: Centers for Youth v. DHS, #231542

**[ CAUTION - EXTERNAL SENDER ]**

Brent, you're welcome to put your answer in letter form, but it is helpful to have a formal answer or formal correspondence. You're welcome to email either, though. We have accepted emails in a pinch before, but the preference is a formal answer or correspondence on agency letterhead.

Thanks,  
Kathryn

---

**From:** Brent Gasper <[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)>  
**Sent:** Wednesday, August 16, 2023 10:21 AM  
**To:** Kathryn Irby <[Kathryn.Irby@arkansas.gov](mailto:Kathryn.Irby@arkansas.gov)>  
**Cc:** [jess.askew@kutakrock.com](mailto:jess.askew@kutakrock.com); [mckenzie.raub@kutakrock.com](mailto:mckenzie.raub@kutakrock.com)  
**Subject:** Centers for Youth v. DHS, #231542

Good morning, Kathryn;

Upon conferring with my client, DHS is admitting liability in this case for the amount alleged in the claim. I believe our Answer is due by August 31. Given that we are admitting liability at this point will a formal Answer be required? I can provide the fund information below:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Please advise,

Thanks!

Brent

Cc: Jess Askew, McKenzie Raub

Brent P. Gasper  
Assistant Deputy Chief Counsel  
Department of Human Services, Office of Chief Counsel  
700 Main Street  
Donaghey Plaza South  
PO Box 1437, Slot S-260  
Little Rock, AR 72203  
(501) 320-8950

[Brent.Gasper@dhs.arkansas.gov](mailto:Brent.Gasper@dhs.arkansas.gov)

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Thank you.

**BEFORE THE ARKANSAS STATE CLAIMS COMMISSION**

**CENTERS FOR YOUTH AND  
FAMILIES**

**CLAIMANT**

**V.**

**CLAIM NO. 231542**

**ARKANSAS DEPARTMENT OF  
HUMAN SERVICES**

**RESPONDENT**

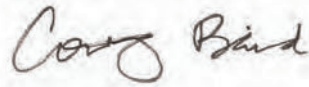
**ORDER**

This claim was filed by Centers for Youth and Families (the “Claimant”) against the Arkansas Department of Human Services (the “Respondent”) for damages done to Claimant’s rental equipment in the amount of \$73,224.00.

Respondent filed an answer on August 17, 2023, admitting liability.

As such, the Claims Commission hereby unanimously **ALLOWS** this claim in the amount of \$73,224.00 and transmits this claim to the Arkansas General Assembly pursuant to Ark. Code Ann. § 19-10-215 for review, approval, and placement on an appropriations bill.

IT IS SO ORDERED.



ARKANSAS STATE CLAIMS COMMISSION  
Courtney Baird



ARKANSAS STATE CLAIMS COMMISSION  
Paul Morris, Chair



ARKANSAS STATE CLAIMS COMMISSION  
Sylvester Smith

DATE: September 22, 2023

**Notice(s) which may apply to your claim**

- (1) A party has forty (40) days from the date of this Order to file a Motion for Reconsideration or a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1). If a Motion for Reconsideration is denied, that party then has twenty (20) days from the date of the denial of the Motion for Reconsideration to file a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1)(B)(ii). A decision of the Claims Commission may only be appealed to the General Assembly. Ark. Code Ann. § 19-10-211(a)(3).
- (2) If a Claimant is awarded less than \$15,000.00 by the Claims Commission at hearing, that claim is held forty (40) days from the date of disposition before payment will be processed. *See* Ark. Code Ann. § 19-10-211(a). Note: This does not apply to agency admissions of liability and negotiated settlement agreements.
- (3) Awards or negotiated settlement agreements of \$15,000.00 or more are referred to the General Assembly for approval and authorization to pay. Ark. Code Ann. § 19-10-215(b).

**BEFORE THE ARKANSAS STATE CLAIMS COMMISSION**

**CENTERS FOR YOUTH AND  
FAMILIES**

**CLAIMANT**

**V.**

**CLAIM NO. 231542**

**ARKANSAS DEPARTMENT OF  
HUMAN SERVICES**

**RESPONDENT**

**AMENDED ORDER**

This order is entered to correct an error in the Commission's September 22, 2023, order regarding the description of the claim.

This claim was filed by Centers for Youth and Families (the "Claimant") against the Arkansas Department of Human Services (the "Respondent") regarding an unpaid bill in the amount of \$73,224.00.

Respondent filed an answer on August 17, 2023, admitting liability.

As such, the Claims Commission hereby unanimously ALLOWS this claim in the amount of \$73,224.00 and transmits this claim to the Arkansas General Assembly pursuant to Ark. Code Ann. § 19-10-215 for review, approval, and placement on an appropriations bill.

IT IS SO ORDERED.



---

ARKANSAS STATE CLAIMS COMMISSION  
Solomon Graves



---

ARKANSAS STATE CLAIMS COMMISSION  
Henry Kinslow, Chair



---

ARKANSAS STATE CLAIMS COMMISSION  
Sylvester Smith

DATE: October 19, 2023

**Notice(s) which may apply to your claim**

- (1) A party has forty (40) days from the date of this Order to file a Motion for Reconsideration or a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1). If a Motion for Reconsideration is denied, that party then has twenty (20) days from the date of the denial of the Motion for Reconsideration to file a Notice of Appeal with the Claims Commission. Ark. Code Ann. § 19-10-211(a)(1)(B)(ii). A decision of the Claims Commission may only be appealed to the General Assembly. Ark. Code Ann. § 19-10-211(a)(3).
- (2) If a Claimant is awarded less than \$15,000.00 by the Claims Commission at hearing, that claim is held forty (40) days from the date of disposition before payment will be processed. *See* Ark. Code Ann. § 19-10-211(a). Note: This does not apply to agency admissions of liability and negotiated settlement agreements.
- (3) Awards or negotiated settlement agreements of \$15,000.00 or more are referred to the General Assembly for approval and authorization to pay. Ark. Code Ann. § 19-10-215(b).