

ANUE Local Human Rights Committee Minutes

The ANUE Local Human Rights Committee (LHRC) meeting was held on Tuesday, July 21, 2009 at Southside Virginia Training Center (SVTC), 26317 W. Washington Street; Petersburg, Virginia.

<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
Sally Fletcher, Vice Chair	Joslynn Napper, Chair	Carrie Flowers, Advocate
Leonard Wiley, II		Beverly Garnes, Advocate
James Hunter		Yolanda Smith, Recorder
Joyce Bozeman		Jennifer Harrell, Recorder
Donald Wheeler		

<u>Affiliate Attendees</u>	<u>Affiliates Absent</u>
Letta Jones, Life Lessons Residential Services	Community Alternatives for Youth and Family
H. Ray Davis, Clinical Services of Virginia	HIM First Home Health Services
Sharon Wilder, Life Lessons Residential Services	
Will Hobgood, Pathways to Life, Inc	
Jennifer Harrell, Pathways to Life, Inc	
William Daniels, Healthy Minds	
Victor Little, Healthy Minds	
Torronda Haley, Blandford & Haley Family Services	
Irvin Blandford, Blandford & Haley Family Services	
Frank Carver, Heritage Adult Day Care Services	
LaMont Chappell, Pathways to Life, Inc	
Christian McAnally, We Care Youth Services, LLC	
Wanda Young, From the Ground Up Youth Services	
Shelly Baker Scott, Agape Counseling & Therapeutics	

Call to Order:

The ANUE LHRC meeting was called to order at 5:35 pm by Vice Chair, Sally Fletcher.

Public Comments:

None

Minutes:

A motion was made and passed to approve the minutes for April 2009.

Advocate Report:

- 1) Joslynn Napper has resigned her position as Chairperson of ANUE LHRC due to health problems.
- 2) Election of Officers will take place at tonight's meeting.

Review of Policies and Procedures:

- 1) Pathways to Life will be scheduled for a review of their policies and procedures for the October 2009 meeting. A copy of all Policies and Procedures has been submitted to the Chair and will be copied and distributed to all members of the committee for review prior to the October 2009 meeting.
- 2) Community Alternatives for Youth and Family – not present

Requests for Affiliation:

- 1) Ms. Letta Jones requested affiliation for Life Lessons Residential Services. Ms. Jones reported that the organization will provide residential services to males between the ages 13-18 years of age. It was reported that the staff to adolescent ratio will be 1:4, with a maximum capacity of 4 adolescents. A motion was made and properly seconded to grant affiliation to Life Lessons Residential Services. **Affiliation was granted.**
- 2) Ms. Wanda Young requested affiliation for From the Ground Up Youth Services. It was reported that the organization will provide Intensive In Home Services to youth between the ages of 5-17, in the Richmond area. It was discussed that the Committee had requested information regarding the Bowen Behavior Model which will be used by the organization. At this time the Committee has not received this information and the motion was made to table the affiliation request until the requested information has been received and reviewed. Ms. Young was asked to email the information to Ms. Flowers. **Affiliation Tabled until information received.**
- 3) Mr. Carver requested affiliation for Heritage Adult Day Services. The facility is located in Chesterfield County and services consumers ages 18 and older who have been diagnosed as having mild to moderate Mental Retardation. The facility has been operational since May 2009 and is currently servicing two consumers. A motion was made and properly seconded to grant affiliation to Heritage Adult Day Services. **Affiliation was granted.**

- 4) Mr. Davis requested affiliation for Clinical Services of Virginia. The agency provides Intensive In Home Counseling Services to individuals between the ages of 3 and 21 years of age. The agency has been in operation since March 09 and is currently serving 20 consumers. A motion was made and properly seconded to grant affiliation to Clinical Services of Virginia. **Affiliation was granted.**
- 5) Mr. McAnally requested affiliation for We Care Youth Services. We Care Youth Services provides placement for girls between the ages of 12-16 years of age. The agency is Medicaid funded located in Chesterfield. A motion was made and properly seconded to grant affiliation to We Care Youth Services. **Affiliation was granted.**

Reports:

- 1) Healthy Minds, LLC – no reports for this reporting period
- 2) Bland ford & Haley Family Services, LLC – no reports for this reporting period (need to email report form to Ms. Flowers)
- 3) HIM First Home Health Services – not present
- 4) Agape Counseling & Therapeutic Services – no reports for this reporting period
- 5) Pathways to Life, Inc. – no reports for this reporting period
- 6) Community Alternatives for Youth and Family – not present

New Business:

- 1) A motion was made and properly seconded to accept Jennifer Harrell as the provider liaison and recorder of minutes for the ANUE LHRC. In the event that Ms. Harrell is unable to attend a meeting, Pathways to Life, Inc will provide a backup.
- 2) Changes to affiliation agreement were discussed and all members present completed and signed the updated agreement. Change consisted of the fees for members being eliminated in lieu of providers supplying refreshments on a rotating basis.
- 3) A refreshment schedule was established and documented as follows:

Meeting Date	Provider Host
July 21, 2009	Agape Counseling & Therapeutic Services
October 20, 2009	Pathways to Life Inc
January, 2010	Healthy Minds, LLC
April, 2010	Bland ford & Haley Family Services, LLC

Advocate's Comments:

- 1) A recommendation was made that the Chair signs each new affiliation agreements and distribute a copy to each affiliated organization.
- 2) It was recommended that a reminder be sent to affiliates regarding attending meetings and completing and returning reports when at meeting. If there is an incident that

needs to be reviewed then send it to the committee prior to the meeting (10 days before was established as a deadline). If an incident occurs after the deadline and needs to be reviewed, it should be sent immediately.

- 3) It was recommended that any incident which needs to be reviewed prior to the meetings be submitted no later than 10 days before the scheduled meeting. If an incident occurs after the deadline and needs to be reviewed, it should be submitted immediately.

Election of Officers:

- 1) A motion was made and properly seconded to elect Donald Wheeler as Chair.
- 2) A motion was made and properly seconded to elect Joyce Bozeman as Vice Chair.
- 3) A motion was made and properly seconded to elect James Hunter as Secretary.

Next Meeting:

Pathways to Life, Inc agreed to host the next committee meeting held on the Southside Virginia Training Center's north Campus on October 20, 2009 at 5:30pm.

Adjournment:

There being no further business, the meeting was adjourned. The next LHRC meeting is scheduled for Tuesday, October 20, 2009 at 5:30pm at Southside Virginia Training Center; Building 1, Conference Room B; 26317 W. Washington Street; Petersburg, VA 23803.

Respectfully submitted by: _____
Date: _____