

# **FINAL**

## **ARLINGTON COUNTY, VIRGINIA Arlington Local Human Rights Committee**

1801 N. George Mason Drive  
Arlington, VA 22207  
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### **MONTHLY MEETING SUMMARY**

September 26, 2011  
7:00 p.m.

**ALHRC MEMBERS PRESENT:** Doug Bradley, Chair  
Christina Kozyn  
Alicia Guajardo  
Eddie Williams  
Ron Honberg  
Deb Lochart, Regional Advocate

**ALHRC MEMBERS ABSENT:** none

**STAFF PRESENT:** Brittany Canny, LHRC Coordinator

**STAFF ABSENT:** none

**AFFILIATES PRESENT:** Community Residences  
SOC Enterprises  
Arlington CSB  
Family Focused Services  
Improving Outcomes  
L'arche  
Lindsey's Treatment  
Total Quality Residential  
Sagebrush Treatment, Inc.  
St. Colletta  
Phoenix Houses of the Mid-Atlantic  
Volunteers of America – RPC  
Fellowship Health Resources

**AFFILIATES ABSENT:** MVLE

**AFFILIATES NOT REQUIRED  
TO BE PRESENT:** None

**GUESTS:** Sue Lowry

**MEETING LOCATION:** 1801 N George Mason Drive  
Arlington, VA 22207

Meeting called to order at 7:00 PM by Doug Bradley, Chair.

**LHRC Funds Report:** The financial report was given. The total balance for the LHRC remains at \$4,437.26.

**Annual Provider Meeting:**

7:05 PM Quarterly reports for all affiliates are now due by the 15<sup>th</sup> of the following months: January, April, July, and October. Reports must be submitted even if there are zero incidents to report. Attendance at the quarterly meetings will only be required if presenting. Annual reports are due on January 15<sup>th</sup>.

**Old Business/ New Business:**

Minutes from the June 27<sup>th</sup>, 2011 meeting were reviewed. Eddie Williams motioned to accept the minutes one change. Alicia Guajardo seconded and the motion was passed unanimously.

**Old Business:**

None

**New Business:**

7:19 PM The new meeting schedule will coincide with the new quarterly report schedule. Meetings will be held on the last Monday of each month in which quarterly reports are due. The next meeting will be an exception since it falls on Halloween so it has been rescheduled for November 14<sup>th</sup>. Alicia motioned to accept the new meeting schedule as discussed. Eddie seconded and the motion was passed unanimously.

7:25 PM Doug Bradley will remain on the committee but will no longer serve as chairman. The nomination committee is recommending the following members to fill the required positions: Christina Kozyn- Chair, Ron Honberg- Vice Chair, Alicia Guajardo- Secretary. The committee will review these recommendations before the next meeting.

7:32 PM Sagebrush's main program is located in Great Falls, VA. They are starting a new outpatient program in Tyson's Corner with the same holistic approach.

**Executive Session:** At 7:39 PM, Christina Kozyn read the committee into executive session with "I move that the Arlington Local Human Rights Committee go into executive session pursuant to Virginia Code, 2.2-3711.A., paragraph 15, for the protection of the privacy of individuals and their records in personal matters not related to Public Business, including the Regional Advocates Report." The motion was seconded by Eddie Williams and all members present certified.

7:40 PM Sue Lowry was interviewed by the committee.

**Quarterly Provider Incident Report:** The committee reviewed quarterly incident reports.

**Quarterly Behavior Plan Reports:** The committee reviewed behavioral reports.

**Regional Advocate's Report**

**Confidentiality Statement:** At 8:47 PM, The Committee came out of Executive Session to vote on the plans. Christina Kozyn stated: "Each member shall certify that to the best of their knowledge that only matters for the protection of the privacy of individuals and their records in personal business were heard, discussed, or considered." Each member replied, "I so certify."

8:48 PM Eddie Williams made a motion to accept the Quarterly Behavior plans as written. Alicia Guajardo seconded the motion. The motion was passed unanimously.

8:49 PM Christina Kozyn motioned to put Sue Avery's application for membership along to the state. Eddie seconded the motion and it was passed unanimously.

8:50 PM Deb Lochart distributed copies of the Freedom of Information Act to committee members. Members should review and Deb will discuss further at the November 14<sup>th</sup> meeting.

8:51 PM Ron Honberg made a motion to adjourn, which was seconded Christina Kozyn. Meeting was adjourned until 7:00 PM on 11/14/11. Motion passed unanimously.

**Upcoming meetings:**

**11/14/2011**

**QUESTIONS? Contact Brittany Canny at 703-228-5147**