

Atlantic Regional Local Human Rights Committee  
Approved Minutes

- I. ***Date of Meeting:*** April 30, 2012
- II. ***Members Present:*** Valerie Guess, Chair; Karen Etheridge, Vice-Chair; Kiana Hargrove, RN
- III. ***Others Members Present:*** Reginald Daye, Regional Advocate; Vimal Amin, Divine House LLC; Renna Ebron, New Hope Family & Youth Relations; Marsha Simpkins, May Moses, Peaceful Surroundings LLC; Sharon Davis, Harmony House Inc; Josue Desvarieux, Open Heart Services LLC; Vicky Potts, Open Heart Services LLC; Josue Desvarieux; Latonya & Sara Goddard, Divine Behavioral Services, Tracy Jarvis, Superior Community Services; Renata Brown, Rosezanne's Ark; Adrienne Sears & Joann Reinhold, F.A.C.E.S. Community Services; Richard Mason & Patina Sharpe, Oasis Counseling Center; Jonathan Gibbs, Pathways Developmental Services Inc.
- IV. ***Meeting called to order*** at 9:37 am by committee member, Ms. Karen Etheridge. Committee members: Ms. Etheridge, and Ms. Copeland were present at the meeting's call to order. Chairperson, Ms. Valerie Guess arrived later in the meeting. Quorum was established at 9:45am when committee member Valerie Guess (Chair) arrived. The meeting was held at F.A.C.E.S. Community Services at 3500 Tejo Ln, Suite 105, Chesapeake, VA 23321.
- V. ***Adoption of Agenda:*** The LHRC voted to adopt the meeting agenda as submitted.
- VI. ***Approval of Minutes:*** The LHRC motioned, voted, and approved the draft minutes submitted from the previous meeting on 01-30-12.
- VII. ***Old Business:*** A consumer vacancy still exists on the committee. In the meantime, Mr. Daye encouraged affiliates to continue to actively solicit for the vacancy and to forward applications to his office. Mr. Daye once again advised affiliates that having the vacancy unfilled for 6 months lead to the State Human Rights Committee becoming involved. If the LHRC carries a code mandated vacancy for one year, **the SHRC could dismantle the committee.** In this case, providers will be given a list of other local LHRCs and will have to go through the process of affiliating with a different one. This will be the responsibility of the provider to initiate and follow through on in order to remain in human rights compliance. During the last meeting a provider spoke of a potential consumer to fill the vacancy of the committee. This individual has to fill out an application and be interviewed by the other committee members.

April 30, 2012

Page (2)

VIII. ***New Business:*** The provider, Divine House, LLC announced a new location 3656 Pruebred St, Virginia Beach VA, 23453

Mr. Daye informed providers that they making an addition to a current license it is not necessary to submit Program Policies & Procedures or Human Rights Policies to Richmond or to your local licensing specialist. This is only necessary when applying for a new license to provide a different service. You must however, send Reginald Daye and your licensing specialist the information (address) to new location. The procedure for making an addition to a provider's license can be found on the DBHDS website.

Mr. Daye reminded providers that when submitting Policies& Procedures for corrections you submit a cover letter and highlight the areas of correction. Providers are not to send large faxes, these documents should be mailed.

IX. ***Financial Report: (Provider information only)*** Richard Mason from Oasis Counseling Center submitted the financial report. It was reported that, as of April 30, 2012, the balance is \$700.00 due to pay outs. Providers will meet at the next meeting on July 30, 2012 to discuss financial planning.

X. ***Provider Reports:***

***Divine Behavioral Services:***

# of Clients served: 50

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

April 30, 2012

Page (3)

**Divine House, LLC:**

**Notified committee of new location 3656 Prueberd St, Virginia Beach, VA 23453**

# of Clients served: 5  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**F.A.C.E.S. Community Services:**

# of Clients served: 27  
Serious Incidents: 3  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Harmony House:**

**Requested affiliation for new service: Sponsored Residential Home Services.  
LHRC motioned and approved affiliation.**

# of Clients served: 2  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**New Hope Family & Youth Relations, Inc.:**

# of Clients served: 16  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No

Are there any Additional Services: No  
Atlantic Regional LHRC Draft Minutes  
April 30, 2012  
Page (4)

**Oasis Counseling Center:**

# of Clients served: 26  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Open Hearts Services, LLC:**

**Requested affiliation for new service: Sponsored Residential Program. LHRC motioned and approved affiliation.** \*\*\*Provider was instructed by Mr. Daye that approval of behavior management policies, policies and procedures, and rules of conduct would be deferred until next meeting pending certain amendments. Provider was instructed to mail amended behavior management policies and rules of conduct to committee members, and to send amended policies and procedures to Mr. Daye and committee members to be addressed for approval at the next meeting.

# of Clients served: 2  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Pathways Developmental Services, Inc.:**

# of Clients served: 75  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 1 (Reviewed in closed session)  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Peaceful Surrounding, LLC:**

# of Clients served: 5  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

**Rosezanne's Ark, LLC:**

# of Clients served: 4  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: 3<sup>rd</sup> group home 4-3-12

**Superior Community Services, LLC:**

# of Clients served: 3  
Serious Incidents: 0  
Allegations of Abuse: 0  
Complaints: 0  
Restraints Used: 0  
Are there any Program Changes: No  
Are there any Additional Services: No

XI. ***Public Comment Period:*** There were no individuals who wished to address the committee during the public comment period.

- XII. ***Future Meeting Location and Schedule:*** The committee members established the following dates for future meetings.

***Future Scheduled Meetings:***

- a. ***7/30/2012 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Suite 105, Chesapeake, Va. 23321 757-478-8814.
- b. ***10/29/2012 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Suite 105, Chesapeake, Va. 23321 757-478-8814.

- XIII. ***Closed Session:*** 2.2-3711A (Entered Closed Session)

A motion was made and approved to go into closed session, per VA Code 2.2-3711A, to review the following: abuse/complaint/serious incident report for F.A.C.E.S. Community Services and Pathways Developmental Services Inc.

The LHRC then voted to come out of closed session. Upon entering into open session, each member certified that only the above noted items were discussed while in closed session.

There were no recommendations.

- XIV. ***Adjournments:*** Meeting was adjourned at 11:43 pm.