

July 8, 2009

### Central Area LHRC Meeting Minutes of July 8, 2009 Meeting

The meeting was opened at 10:00 Am at the scheduled meeting place of 8018 Boydton Plank Road, Petersburg, Virginia 23803

A roll call was none and Rachel Hill, Shirley Wynn, Paul Coleman were present. A few minutes later Monica Luca arrived. A quorum was declared by the secretary

In addition to the committee members, Charles Collins, Esq. and Mark Seymour were in attendance on behalf of the commonwealth. These gentlemen provide direction and instructions for the committee and attendees through out the meeting.

The minutes of the April 8<sup>th</sup> meeting were read and approved

The attendees from the previously affiliated applicants are as follows:

Putt Family First, LLC  
New Beginnings Residential Services, LLC  
Evolve Therapeutic Counseling Services, LLC  
Family Face To Face Services, LLC  
Guiding Lights, LLC

Not in attendance were follows:

New Hope Home, LLC  
Grove House, LLC

Monica Lucas passed to all attendees copies of the Central Area Human Rights Committee Affiliation Agreement with a request they be completed and return as soon as possible. Also distributed was a copy of the PROVIDER QUARTERLY REPORT with instructions on how and when to complete the form. Instructions on the annual verbal report were also discussed.

The seven new requests for affiliation with the committee are as follows:

LEVOC Family Services, LLC  
Exceptional Treasures Group Home  
Phase One  
Rest Assured, LLC  
Karisma Counseling  
Legacy Family Service, LLC  
My Three Sons

Each requestor made a presentation and was asked questions. After the question session a voice vote was made by the committee and all were accepted as affiliates.

Discussions were held with the attendees about their understanding of the Affiliation Agreement and their responsibilities including attending each meeting and pay an annual fee.

Messer's, Collins and Seymour advised the attendees that the next session would be held on October 14 in the same location. They also advised the members that a one-hour training session would be a part of the program

Three motions were made and seconded with approval by various committee members as follows:

There would be a \$.52 per mile reimbursement (current IRS recommendation that will change in the future) retroactive to the first meeting for miles driven to and from the meeting

Reasonable expenses for the Secretary and Treasure would be allowed for out of pocket expenses but no per hour or per diem expenses.

The cost of snacks at the meeting would be paid by the treasure from CALHRC funds.

The Treasure was authorized to establish a bank account for the funds collect and make disbursements as need for approved activities.

Due to the continued absents of the previously appointed secretary a change was approved by the committee as follows:

Rachael Hill will become the Treasure of CALHRC  
Paul Coleman will become the Secretary of CALHRC

The following affiliates have paid the annual \$200.00 fee and completed affiliation agreements: These affiliates are in full compliance.

Exceptional Treasures  
Put Family First, LLC  
Levoc Family Service, LLC  
Evolve Therapeutic Counseling Services < LLC  
Phase One  
Guiding Lights  
Family Face To Face Services

The following have signed the affiliation agreement but not paid their annual fee and are not in complete compliance.

My Three Sons

Legacy Family Services,LLC

Rest Assured, LLC

New Beginnings Residential Services

Karisma Consulting

Respectfully submitted, Paul Coleman, Treasure