

Central Area Local Human Rights Committee Meeting  
Virginia Motor Sports Park  
Wednesday, February 9, 2011 at 10:00AM

**Committee Members Present:**

Monica Lucas  
Edward Barlow  
Paul Coleman  
Rachel Hill  
Felicia Daniels  
Carol Gittman

**Human Rights Advocate Representation:**

Beverly Garnes, Human Rights Manager

**Central Area LHRC Secretary**

Ms. Fabri D. Claiborne

**Others Present**

Ronald Tucker, Interested Person

**Affiliates Present:**

<i>Deatrice Delk</i>	<i>Extreme Counseling</i>
Danielle Hunt	Phase One
Jamie Faulcon	Metro Area Support Services
June Key	Metro Area Support Services
Ronald Tucker	Quality Healthcare Inc.
Kimberly Jones	Karisma Counseling
Thelma Jones	Karisma Counseling
Cameron Dailey	Exceptional Treasures
Shana Watson	Strategic Youth Services
Janice Fisher	Strategic Youth Services
Lakoya Leneir	Evolve, LLC
Lisa Charles	A New Idea Clinical Counseling, LLC
Daniel Moore	The Outreach Foundation
Betty D. Lewis	Middleton G Community Home
Rob Brown	Middleton G Community Home
Paul DeBerry	Negril, Inc.
George Breedlove	Negril, Inc.
Kirby Wright	Negril, Inc
Patrick A. Davis.	Delivering H.O.P.E. Human Services, Inc.
Tanya L. Francis	Guiding Lights, LLC
Delores M. Westbrooks	Put Family First, LLC
William A. Frazier	Rest Assured, LLC
Shonna Scott	Family Face 2 Face Services
Mory Bamba	NBRS, LLC
Evelyn Brenyah	Future Generation
Joseph Hop	Future Generation
Ovelton Malone	LEVOC Family Services
Kisha Saunders	LEVOC Family Services
Samaria Lewis	Guiding Lives, Inc.

**I. Call to Order**

- a. Chair, Monica Lucas called the Central Area Local Human Rights Committee meeting to order at 10:00am at the Virginia Motor Sports Park.

**II. Establishment of a Quorum:**

- a. All committee members were present including Monica Lucas, Carol Gittman, Paul Coleman, Rachel Hill, Felecia Daniels and Edward Barlow which provided a substantial body of persons to conduct the business of the committee.

**III. Approval of Minutes**

- a. A motion for the review and approval of minutes of the October 13, 2010 meeting was unable to be made during the meeting due to members and affiliates not having a copy to review. An approval will be made during the next meeting.

**IV. Financial Report**

- a. The financial report was presented by Danielle Hunt. Ms. Hunt reported all expenses as of February 9, 2011.

1. The account balance to date is \$3,827.81

**V. Old Business**

- a. Monica Lucas did a follow – up in regards to Fabri Claiborne serving as Administrative Assistant. After speaking with the State Human Rights Director, Margaret Walsh, it has been determined that an affiliate could take Ms. Claiborne as a contractual employee and funds of \$150.00 per meeting could be taken from the affiliate’s account. Kirby Wright agreed to take Ms. Claiborne as a contractual employee after approval of affiliation of his program to the CALHRC.
- b. Grove House is being removed from the CALHRC for non-payment of dues, no attendance, they have not received their license and are no longer opened.
- c. Ms. Lucas explained the submission process. The quarterly activities report is due two weeks prior to the meeting via email. [CALHRCsec@yahoo.com](mailto:CALHRCsec@yahoo.com) Ms. Claiborne will confirm the receipt of all reports. Packets will be mailed to the committee members prior to the meeting for review.

**VI. Advocate's Report**

- a. Beverly Garnes briefly discussed the guidelines from the State Human Rights Committee's Implementation Decisions regarding LHRC Structure.
- b. The Virginia Choice Protocol will give clients the choice of where they would like to be placed,
- c. The Office of Human Rights is preparing their annual report of complaints and allegations of abuse/neglect received in 2010.
- d. Staff at the Office of Human Rights has been affected by budget cuts. An advocate has recently been hired for Central and Eastern State Hospital.

**VII. New Business**

- a. Monica Lucas discussed the pending recommendations of the State Human Rights Committee. A sub-committee will be set up to review and discuss the guidelines. The members of the sub-committee consist of committee members and affiliates. The sub-committee members are as follows: Edward Barlow, Paul Coleman, Rachel Hill, Tanya Francis, Evelyn Brenyah, Danielle Hunt, Kisha Saunders, Rob Brown, Lakoya Lenieir, and Kirby Wright. Fabri Claiborne will take the minutes during the meeting.

**VIII. Affiliation Request**

- ❖ Extreme Counseling  
A motion to accept Extreme Counseling as a new affiliate was made by Paul Coleman and seconded by Carol Gittman.
- ❖ Strategic Youth Services  
A motion to accept Strategic Youth Services as a new affiliate was made by Edward Barlow and seconded by Rachel Hill.
- ❖ Metro Area Day Support Services  
A motion to accept Metro Area Day Support Services as a new affiliate was made by Paul Coleman and seconded by Edward Barlow.
- ❖ Negril Therapeutic Day Support Treatment  
A motion to accept Negril Therapeutic Day Support Treatment as a new affiliate was made by Edward Barlow and seconded by Carol Gittman.

The committee heard the requests for affiliation from representative from Extreme counseling, Strategic Youth Services, Metro Area Day Support Services and Negril Therapeutic Day Support Treatment and following random questions, each of the committee members voted unanimously for the affiliation of each program. The affiliates were advised by the chair that they would receive information regarding their affiliation agreement and the quarterly HR reporting form via email prior to the next meeting.

IX. **Program Expansion/Program Affiliation**

❖ Phase One

Danielle Hunt of Phase One stated due to changes with the Petersburg Public Schools, Phase One is currently not going to utilize the Day Treatment for the school system as previously requested. Phase One, however, has received a conditional license and would like to still follow suit with receiving affiliation. Affiliates were reminded that when you are affiliated for more than one service, a separate quarterly reporting form must be presented for each licensed program provided under each affiliate organization.

A motion to accept the program expansion and affiliation of Phase One was made by Paul Coleman and seconded by Carol Gittman.

X. Reports from each provider on events occurring during the reporting period of October through December 2010 January and February 2011.

- **Put Family First, LLC** - No activity to report. No program changes.
- **New Beginning Residential Services** – No activity to report. Two hospitalizations. One staff termination, four resignations, and five staff members hired.
- **EVOLVE Therapeutic Counseling Services** – No Activity or changes to report. EVOLVE has closed its Emporia office, but continues to service clients through the area. All but one staff member has been terminated. Supervision and training have been completed in the Hampton location. During this time of transition families are being referred to other agencies.
- **LEVOC Family Services** – No Report Submitted
- **New Hope Home**: Absent

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- **Family Face 2 Face Services** - No allegations to report. One intensive-in home counselor hired. Family Face 2 Face has been the process to apply with the Department of Licensure to provide Mental Health Support Services.
- **Guiding Lights** - No allegations to report. No program changes.
- **Exceptional Treasures: No allegations to report. One termination**
- **Phase One** - No allegations to report. Two discharged, three admissions, On November 2010 a conditional license was received for Therapeutic Day Service.
- **Rest Assured, LLC** – No complaints to report. One report of inappropriate behavior. Program change, include an acting Program Director, Cheryl Anne O’Connell. One male resident was AWOL. He left school early and was not assigned a location to be picked up by R.A. staff. Program director was notified, who in turn contacted school officials. After an hour the Richmond non-emergency Police Department were notified as well as resident’s social worker, guardian, probation officer, Office of Licensure and Human Rights to ensure accountability and responsibility.
- **Karisma Consulting** – No incidents or allegations to report. No program changes. The staff of Karisma Consulting took part in training during October 2010, Richmond, VA sponsored by Virginia Association of Visiting Teachers/School Social Workers.
- **Legacy Family Services-** Absent
- **Delivering H.O.P.E** – No incidents or allegations to report. The program’s license was received on December 1, 2010. 10 QMHP have been hired, one licensed eligible, one LMHP, new Program Director, one Director of Marketing, two Intake Officer’s. Currently have five clients, with 16 pending.
- **Middleton Gee Community Group** – No incidents or allegations to report. No program changes.
- **Future Generation Youth Services** – No incidents or allegations to report. One QMHP has been hired. The program has seven clients. Their annual license has been received.

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- **A New Idea Clinical Consulting** – No incidents or allegations to report. No program changes. First aid and CPR training has been updated.
- **Family Guidance, Inc.**- Absent
- **Guiding Lives, Inc.** – No human rights activity to report. The program remains in the licensing process.
- **The Outreach Foundation** – No incidents or allegations to report. No program changes.
- **Angelic Homes, LLC/Intensive In-Home** – No incidents or allegations to report. New personnel consist of Director of Services, part-time LCSW (clinician), two QMHP.

A motion to accept affiliate reports as read was given by Paul Coleman and seconded by Carol Gittman.

**XI. Chairperson's Comments**

- a. Monica Lucas reminded new Affiliates that instructions and affiliate agreements will be sent to them.
- b. A sign-up sheet was passed around to Affiliates to schedule the presentation of their annual report.
- c. Meeting and submission dates for 2011 were discussed. All submissions must be sent to [CALHRCsec@yahoo.com](mailto:CALHRCsec@yahoo.com) by 5:00 PM of the deadline. Its imperative that Affiliates print out meeting minutes and bring them to the meeting. This is necessary to prevent any further delays in approving the minutes.

**XII. Executive Session**

- a. A motion was made and passed at 12:10 PM that the Local Human Rights Committee go into Closed Session pursuant to the Virginia Code 2.2-3711-A.15 for the purpose of interviewing a prospective candidate for appointment to the CALHRC. Ayes Paul Coleman, Felecia Daniels
- b. A motion was made to reconvene back to open session. Ayes Edward Barlow, Felecia Daniels.

**XIII. Adjournment**

- a. There being no further business, the meeting was adjourned at 12:35 PM. The next regular scheduled meeting will be held Wednesday, April 13, 2011.

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Monica Lucas, Chair

(Date)