

FINAL
Chesterfield Local Human Rights Committee (CLHRC)
March 26, 2007

Members Present:

Mr. Hasan Zarif, Chair
Ms. Trish Angle
Ms. Claire Velzy
Dr. Analie Rademaker
Ms. Mauretta Copeland

Members Absent:

Ms. January Tussing
Rev. Hazel Greenhowe

Others Present:

Mr. James Bowser, Regional Advocate, OHR

Staff Present:

Ms. Karen Mingloski
Mr. David Mangano, Chesterfield CSB

Affiliates Present:

Ms. Inger Wyatt, Covenant Homes, LLC
Ms. Chris Joyce, Grafton Schools
Ms. Christina Rivers, Rivers Assisted Living, LLC
Ms. Danielle Hunt, Youth Empowerment Services
Mr. Richard Kingswell, Kids in Focus, Inc.
Mr. Jerome Jones, Jerolin Management Services
Ms. Sheila Jackson, Langhorne Family Care
Ms. Amel Booker, Quality Life Services, LLC
Ms. Sheena Lyle, Lyle Professional Consulting
Ms. Nancy Crawley, Second Chance at Life, Inc.

Affiliates Absent:

Ms. Annie Connor, J&M Adult Care Services

1. Call to Order

A quorum being present, Chair Hasan Zarif called the Chesterfield Local Human Rights Committee meeting to order at 4:15pm at River Assisted Living, at 12630 Third Branch Court, Chesterfield, VA. Mrs. Rivers provided a tour of her group to the LHRC members present.

2. Regular Meeting Call to Order

Upon reconvening, Chair Zarif called the regular meeting to order at 5:41pm at the Rogers Building, Chesterfield Community Services Board, 6801 Lucy Corr Boulevard, Chesterfield. Chair Zarif asked for introductions of those present.

3. Approval of Minutes

On motion of Ms. Angle, seconded by Dr. Rademaker, the LHRC voted to approve the minutes of the January 22, 2007 meeting, as presented.

Ayes: Mr. Zarif, Dr. Rademaker, Ms. Angle, Ms. Velzy, Ms. Copeland

Absent: Ms. Tussing, Rev. Greenhowe

4. Matters of the Public

Chair Zarif entertained comments to open the floor for items of interest to the committee.

Mr. Bowser provided information that the State MHMRSAS Board is hosting a volunteer luncheon in Staunton, Virginia on April 3, at 12:30pm at the Stonewall Jackson Conference Center. The State Human Rights Committee is taking the opportunity to recognize all Local Human Rights Committee members. Region IV has 7 LHRC's that will attend this luncheon.

Mr. Zarif reported that radio station 104.7 has been advertising a "Transforming Lives" expo on March 30, 3pm-9pm at the Greater Richmond Convention Center. This is wonderful opportunity to network with other agencies.

5. Old Business

There was no old business brought before the LHRC

6. New Business

a. Affiliation Renewal

- **Langhorne Family Care** – Ms. Sheila Jackson addressed the LHRC seeking affiliation renewal. They have 2 group homes in western Henrico, serving adults with mental retardation. Their license was renewed in September for a 3-year period. Three

unannounced audits were conducted and those reports have been submitted to the LHRC for review.

A motion was made, seconded and voted upon to renew the affiliation of Langhorne Family Care

- **Second Chance at Life** – Mrs. Crawley addressed the LHRC seeking affiliation renewal. She operates a group home for male adolescents 14-18 years old with a staffing ratio of 1:5. Second Chance of Life received a triennial license from DMHMRSAS; currently serving 2 clients, although they have space for 8 individuals. Mrs. Crawley reported that she is exploring the possibility of having her license transferred to Social Services; that DMHMRSAS Licensing and Social Services Licensing were reviewing to determine best placement based on treatment services offered.

A motion was made, seconded and voted upon to renew the affiliation of Second Chance at Life, or until such time as they are licensed by Social Services.

b. Policy & Procedure Review

▪ **Grafton – Environmental Restriction**

Ms. Joyce offered an update on an environmental restriction approved at the last meeting. The environment restriction was for locking up knives, scissors, etc. Ms. Joyce reports that this restriction has been discontinued, as there were no incidents in January and February.

Ms. Joyce presented a new request to place silverware, scissors, and other sharp objects under a lock. Consumer attempted to cut his legs and face. These behaviors are due to depression about not being able to go home. For the safety of the consumer, staff and all other consumers, plastic silverware has been used as a temporary measure. Other consumers are verbal and have not expressed concerns over plastic silverware.

The LHRC reminded Ms. Joyce that the action plan should deal only with the consumer involved and not affect other residents. After further discussion, the LHRC recommended seating the consumer at the end of the table using plastic utensils with staff sitting next to him on both sides, and that all other residents should continue to use regular silverware. It is acceptable to lock silverware when not in use, and blunt end art scissor are kept in cabinet (not locked).

A motion was made, seconded and approved to lock up sharp objects, with the condition that residents use silverware while the consumer sits at the end of the table with staff members in position so that the consumer cannot grab silverware. It was further decided that the LHRC should be kept informed with regular reports beginning at the next meeting.

c. Program Expansion

Kids In Focus, Inc.

Mr. Richard Kingswell requested a program expansion for Little Kids in Focus II. Mr. Kingswell intends to start a foster care program, as Little Kids in Focus has been successful serving 6-12 year olds. Little Kids in Focus II will use the same human rights policies and procedures currently approved. He will have capacity to serve 8 children with a 1:3 staff/consumer ratio.

Mr. Kingswell requested approval to add a therapeutic hold to his program, namely CPI (Crisis Prevention Institute). He wants to ensure his programs have the right tools for the right population, especially with older/bigger kids. He will train all staff in every house. CPI is less restrictive than CIT. Mr. Bowser asked if CIT would be phased out, and Mr. Kingswell responded he may phase CIT out for most programs, but it would remain in place for the 12-17 year old program.

A motion made, seconded and voted to approve the program expansion of Little Kids in Focus II, and an understanding that all staff will be cross-trained in humane restraint.

d. Event Report Statistics

Upon reconvening, Mr. Zarif entertained reports from each provider on events occurring during the period of January 1 and February 28, 2007.

Chesterfield CSB Mr. Mangano reported 1 informal complaint resolved to satisfaction of the consumer's family, 4 suicide attempts, and 2 consumer deaths.

Covenant Homes – Ms. Wyatt reported no events. A Licensing inspection occurred in February; no citations were noted, and a triennial license was received.

Grafton Schools – Ms. Joyce reported 2 informal complaints that were resolved to satisfaction of stakeholder, 1 allegation of neglect, and 2 attempted suicides. Mr. Bowser recommends further monitoring of overnight staffing pattern.

J & M Adult Care Services, Inc. – Program representative is not present at this meeting; however their report was submitted reflecting no events.

Jerolin Management Services – Mr. Jones reported no events; however Mr. Jones reported an auto accident occurred with a consumer in the vehicle; the consumer's father joined staff at hospital, and the consumer was treated and released.

Licensure visited on February 21st noting several citations. Some were oversights because staff did not know where some items were filed; and, the human rights review and annual report evaluation was not recorded in the chart. Mr. Jones noted they were short on staff due to the termination of an employee 3 days prior to the licensing visit.

Mr. Zarif requested a copy of the Licensing report. Mr. Jones had a copy with him and copies were obtained and distributed to the committee. LHRC will accept the report and may bring further comments back at the next meeting.

Break – Ms. Angle and Ms. Copeland left the meeting.

Kids in Focus, Girls in Focus, Kids in Focus II, Little Kids In Focus - Mr. Kingswell reported 1 allegation of abuse at Girls in Focus; the allegation was unfounded. There were 2 inspections (Little Kids in Focus, and Kids in Focus II); the corrective action plans have not yet been approved, noting 3 citations at each program. Mr. Kingswell will present the corrective action plans at next meeting.

Langhorne Family Care – Ms. Jackson reported no events, however, noted that 1 client was discharged to his family's home at the family's request. Ms. Jackson noted the corrective actions plans have been submitted from previous and recent licensure/human rights visit.

Lyle Professional Consulting – Ms. Lyle reported 3 informal complaints, resolved to satisfaction of consumer; employee terminated due to poor performance.

Quality Life Services – Ms. Booker reported no events. Ms. Booker reported a Licensure inspection receiving a verbal citation to add more goals in the ISP, and was granted a 1-year renewal.

Rivers Assisted Living - Mrs. Rivers no events this reporting period. Correction action plan submitted and accepted by DMHMRSAS. Mr. Bowser noted the recommendation for an on-site director, and records and training issues.

LHRC recommended that Rivers Assisted Living move forward with on-site director position. Mr. Zarif thanked Mrs. Rivers for allowing the LHRC to visit her program, noting it was a very nice

home. Mr. Bowser was impressed with the tour, and noted the cleanliness and neatness of physical environment.

Second Chance at Life, Inc. – Ms. Crawley reported no events. The corrective action plan was verbally accepted by DMHMRSAS.

Youth Empowerment Services – Ms. Hunt reported 10 allegation of neglect, 4 being AWOL related, and 6 peer to peer that were investigated. There were no visits from Licensing.

7. Announcements / Updates

Mrs. Mingloski noted the next regular meeting will be held at Chesterfield CSB (Rogers Building) on June 11, 2007 and reminded all providers to submit the event reports for the reporting period of March and April by May 11, 2007. If a provider has space to host the meeting, please contact Mrs. Mingloski.

Mr. Bowser reported that a new LHRC has been established, Tuckahoe (West End/Henrico area). The LHRC currently has 4 board members, including a health care provider and consumer. There are 10 providers waiting to affiliate with the LHRC, and will have 4 additional openings.

Kids in Focus, Inc. is looking for a new house in anticipation of moving the boys program into the new location, and then will locate Little Kids in Focus II into the current house.

Youth Empowerment Services girls group home is relocating, and will provide further details at the next meeting.

Mr. Zarif thanked Mr. Bower, Mr. Mangano, Mrs. Mingloski and all the LHRC committee members for their support over the past 6 years. Ms. Velzy also thanked the LHRC committee for the learning experience; she found the committee to be very fair and open minded while looking at all sides of issues., and that it has been a pleasurable experience.

8. Adjournment

There being no further business, the meeting was adjourned at 7:02p.m. The next regular scheduled meeting will be held **Monday, June 11, 2007**, in the Rogers Building Board Room.