

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

**Members Present:**

Ms. Trish Angle, Chair  
Dr. Analie Rademaker  
Ms. January Tussing  
Ms. Mauretta Copeland

**Members Absent:**

**Others Present:**

Mr. James Bowser, Regional Advocate, OHR

**Staff Present:**

Ms. Karen Mingloski, Chesterfield CSB  
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. Leonett Reese, Rivers Assisted Living, LLC  
Ms. Patricia Burchett, Langhorne Family Care  
Mr. Robert Shelton, Quality Life Family Services, LLC  
Mr. Richard Kingswell, Kids in Focus  
Mr. Jimmie Spraggans, Kids In Focus  
Ms. Brenda Wiley, Kids in Focus  
Ms. Sheena Lyle, Lyle Professional Consulting  
Ms. Shona Parham – J&M Adult Care Services  
Ms. Danielle Hunt, Youth Empowerment Services  
Ms. Cynthia White, Jerolin Management Services

**Affiliates Absent:**

Mrs. Nancy Crawley, Second Chance at Life, Inc.

**1. Call to Order**

A quorum being present, Chair Trish Angle called the Chesterfield Local Human Rights Committee meeting to order at 5:35pm in the Rogers Building, Chesterfield Community Services Board. Mrs. Angle asked for introductions of those present.

**2. Approval of Minutes**

A motion was made and seconded to approve the minutes of the October 1, 2007 meeting, as presented.

Ayes: Dr. Rademaker, Ms. Angle, Ms. Tussing, Ms. Copeland

**3. Matters of the Public**

Chair Angle entertained comments to open the floor for items of interest to the committee. No matters of the public were brought before the LHRC.

**4. Old Business**

There was no old business brought before the LHRC.

**5. New Business**

**a. Providers**

**1. Affiliation Renewal**

**Jerolin Management Services**

Ms. Cynthia White requested affiliation renewal for Jerolin Management Services, a day program service provider for persons with intellectual disabilities, and is located in Chester.

A motion was made, seconded and voted to approve the affiliation renewal of **Jerolin Management Services**. The affiliation agreement was signed and the annual affiliation fee paid.

**Grafton Schools – Richmond** Ms. Chris Joyce requested affiliation renewal for Grafton Schools – Richmond. Grafton School currently has a 3-year license through the Virginia Department of Education, serving 70 students. Grafton has 9 student homes, 3 adult homes, and 1 adult apartment serving 56 individuals in the Chesterfield and Richmond area. Grafton group homes hold a 3-year license through DMHMRSAS. Grafton employs 165 staff to serve the school, group homes, and management/support positions.

**2. Affiliation Status – Second Chance at Life, Inc.**

Second Chance at Life was sent a certified letter dated October 3, 2007 requesting a response to non-compliance of the Affiliation Agreement regarding attendance at meetings and submission of event reports. It is noted that Second Chance at Life is not present at this meeting, nor have they responded to the letter.

A motion was made, seconded and voted to terminate the affiliation of Second Chance at Life, Inc. with the Chesterfield Local Human Rights Committee. Correspondence will be sent to Second Chance at Life via certified mail, notifying them of the termination with copies provided to the Office of Licensing and Office of Human Rights.

### 3. **Affiliation Expansion**

#### **Jerolin Management Services**

Ms. White provided information to the LHRC regarding expansion of the Sponsored Residential Home Program, pending approval of Licensure. They will have 3 additional sites (2 in Petersburg, 1 in Chester).

### 4. **Policy & Procedure Review**

#### **Grafton – Environmental Restriction plan**

Ms. Joyce presented information on 3 environmental restriction plans. One plans was discontinued and not reviewed at this meeting. The second request was for a window alarm, and the third request was for securing knives and other sharp objects. LHRC members recommended a policy be written for locking sharp objects. The LHRC approved these plans and asked that updates be periodically provided.

#### **Kids in Focus, Inc. – Motion Sensor Policy Review**

At the last LHRC meeting, Mr. Spraggans referred to motion sensors being utilized in the bedrooms. The LHRC requested to review the policy again to ensure compliance with the human rights regulations.

### 5. **Event Report Statistics**

Ms. Angle entertained reports from each provider on events occurring during the period of September 1 through October 31, 2007.

**Chesterfield CSB** Mr. Mangano reported 4 informal complaints, all resolved to the satisfaction of the stakeholder; 4 attempted suicides in which all consumers were admitted to the hospital, and 5 other consumer deaths.

**Covenant Homes** – Ms. Wyatt reported no events.

**Grafton Schools** – Ms. Joyce reported 2 informal complaints, all resolved to the satisfaction of the stakeholder; 2 allegations of abuse, both resulting in not enough evidence to suggest abuse; 1 allegations of neglect, finding the staff member not neglectful in care or supervision of client.

A Licensing visit to Wolfberry group home took place on August 1, 2007, due to the results of injury to a consumer during an attack by another client. The corrective action plan has been submitted and approved.

**J & M Adult Care Services, Inc.** – Ms. Parham reported no events.

**Jerolin Management Services** – Ms. White reported 1 formal complaint. Investigation by DMHMRSAS was founded, and staff member was moved into a non-direct staff position. A new policy was put in place regarding snack disbursement.

**Kids in Focus, Kids in Focus II, Girls in Focus, Little Kids In Focus, Little Kids in Focus II** – Mr. Spraggans reported the following: Kids in Focus, Inc. – 1 allegation of abuse that was founded, however clients could not give exact dates/times. Also reported 1 allegation of neglect in which the client was reported AWOL. Kids in Focus II – 1 allegation of abuse, resulting in allegation being founded, and the staff member was terminated for failure to use appropriate restraint technique. Girls in Focus – 2 allegations of neglect in which the client was reported AWOL. Little Kids in Focus - no events. Little Kids in Focus II – no events.

**Langhorne Family Care** – Ms. Burchette reported no events.

**Lyle Professional Consulting** – Ms. Lyle reported 1 formal complaint. Client's guardian did not respond to the several attempts staff made to contact her including certified mail to resolve the complaint. At the advise of Mr. Bowser, the guardian was notified that the complaint was closed since they did not respond within the required timeframe.

**Quality Life Services** – Mr. Shelton reported no events.

**Rivers Assisted Living** - Ms. Reese reported no events.

**Second Chance at Life, Inc.** – A representative of Second Chance at Life was not present at the meeting, and the Event Report was not submitted.

**Youth Empowerment Services** – Ms. Hunt reported 2 informal complaints which were resolved to the satisfaction of the clients; 1 allegation of abuse resulting in the abuse not determined as alleged, and the staff member received a written reprimand, and will attend training on therapeutic treatment of youth; 9 allegations of neglect were reported - #1 - #8 were not founded, #9 was founded and staff member was counseled to address proactive/crisis intervention.

#### **6. Announcements / Updates**

Mrs. Mingloski noted the next regular meeting will be held at Chesterfield CSB (Rogers Building) on January 28, 2008 and reminded all providers to submit the event reports for the reporting period of November and December by **January 7, 2008**.

#### **7. Closed Session**

A motion was made, seconded and passed to move into Executive Session pursuant to Virginia Code 2.2-3711 for the protection of the privacy of individuals and their records in personal matters not related to public business, namely for the purpose of discussing personnel matters.

Upon reconvening in open session, the Local Human Rights Committee certified that to the best of their knowledge that only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered in closed session.

#### **8. Adjournment**

There being no further business, the meeting was adjourned at 7:15p.m. The next regular scheduled meeting will be held **Monday, January 28, 2008**, in the Rogers Building Board Room.