

DRAFT
Chesterfield Local Human Rights Committee (CLHRC)
November 27, 2006

Members Present:

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

Members Absent:

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. Lynn Sivels, Rivers Assisted Living, LLC
Mr. Stephen Parson, Jr., Youth Empowerment Services
Ms. April Mitchell, Kids in Focus, Inc.
Mr. Richard Kingswell, Kids in Focus, Inc.
Ms. Linda Jones, Jerolin Management Services
Ms. Sheila Jackson, Langhorne Family Care
Ms. Amel Booker, Quality Life Services, LLC
Ms. Nancy Crawley, Second Chance at Life, Inc.
Ms. Sheena Lyle, Lyle Professional Consulting
Ms. Annie Connor, J&M Adult Care Services

1. Call to Order

The Chesterfield LHRC convened at 4:25 at Grafton Schools, 4100 Price Club Boulevard, Midlothian, VA. Grafton staff provided a guided tour of 2 group homes in Chesterfield County.

2. Regular Meeting Call To Order

Upon reconvening from the tours, Mr. Zarif called the Chesterfield Local Human Rights Committee meeting to order at 5:40 pm. Mr. 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 September 25, 2006 meeting, as presented.

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

Absent: Rev. Greenhowe

4. Matters of the Public

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

Mr. Mangano reminded the committee about the legislative rally on January 15, 2007 at 10:00am. He will e-mail the announcement to the LHRC board and providers.

5. Old Business

• **Quality Life Services**

Ms. Booker reported that revisions to the human rights policies and procedures were made based on the recommendation of Mr. Bowser. The helmet plan recommendation has been removed; Quality Life Services will defer to Mr. Bowser to review restrictive plans, and Mr. Bowser will request review by the LHRC if warranted.

A motion was made, seconded and voted to approved approve the human rights policies and procedures of Quality Life Services.

• **Second Chance at Life, Inc.**

Mrs. Crawley presented information on the human rights inspection conducted. All items cited in the inspection plan have been corrected, and the Office of Human Rights has accepted the corrective action plan.

A motion was made, seconded and voted to accept the human rights inspection and corrective action plan of Second Chance at Life.

6. New Business

a. Program Expansion

Jerolin Management Services

Ms. Linda Jones requested program expansion for Sponsored Residential Home Services. A consumer lives with a private homeowner who will provide training and support in community living, task learning, personal care, health and safety, and socialization and leisure skills.

A motion was made, seconded and voted to approve the program expansion. The policy regarding DMV points or restrictions of the driver's license of the individual being contracted to provide the service should be further reviewed and revised.

Mr. Bower will further check with the Office of Licensure to determine if there is a standard on "valid driver's license" in the regulations.

b. Affiliation Renewal

➤ **Grafton Schools (Richmond)** – Ms. Joyce requested affiliation renewal for Grafton Schools. Grafton has been in operation for 17 years, employing 166 school, residential and management/support staff. They operate 9 student homes and 3 adult homes in the Chesterfield and Richmond areas, serving 54 consumers. The school contains 9 classrooms and serves 66 students offering speech therapy, occupation, individual therapy, and group psychotherapy.

Grafton is licensed as private day school and was recently and received a 3-year license by the Department of Education (DOE).

c. Policy & Procedure Review

Grafton Schools – Helmet Plan Review

Ms. Joyce offered an update to a previously approved restrictive plan. The progress note documenting the helmet plan and a diagram charting the behavior was reviewed. Behavior specialist recommends keeping helmet in place, due to very intense behaviors.

Grafton Schools – Environmental Restriction Plan.

Ms. Joyce requests an environmental restriction plan for a door alarm. The parent requested the alarm so the child cannot walk away from the group home during the transition period. The alarm would alert staff that the doors were open. Staff anticipates this door alarm to be temporary for two to three months, reviewing the plan every 2 weeks.

A motion was made, seconded and voted to approve Grafton's affiliation renewal, approve the continued use of the helmet plan, and use of the door alarm.

Break

d. Event Report Statistics

Upon reconvening, Mr. Zarif entertained reports from each provider on events occurring during the period of September 1 and October 31, 2006.

Chesterfield CSB Mr. Mangano provided additional information from the last meeting on a Personnel/Staff complaint stating that the actions were in violation of County policy and the staff members were required to complete a County ethics class.

He continued for September and October reporting one formal complaint and four informal complaints. The formal complaint was resolved to the consumer's satisfaction.

Three informal complaints were resolved to the satisfaction of the consumer; one informal was not resolved to the satisfaction of the parent. He continued his report of 1 attempted suicide and 2 consumer deaths.

Covenant Homes – Ms. Wyatt reported no events.

Grafton Schools – Ms. Joyce reported 2 allegations of abuse; both incidents reported to Social Services and were unfounded.

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

Jerolin Management Services – Mrs. Jones reported no events.

Kids in Focus, Girls in Focus, Little Kids In Focus - Mr. Kingswell reported an allegation of abuse at Little Kids in Focus. A staff member inappropriately restrained a client. Before the investigation was complete, the staff member resigned.

Mr. Kingswell introduced Ms. April Mitchell who will be attending meetings on his behalf.

Langhorne Family Care – Ms. Jackson reported no events. Ms. Jackson also reported on a corrective action plan that was submitted, and a 3-year license was granted to Langhorne Family Care.

Lyle Professional Consulting – Ms. Lyle reported no events.

Quality Life Services – Ms. Booker reported no events.

Rivers Assisted Living - On motion of Ms. Velzy, seconded by Ms. Angle, the LHRC voted to defer reviewing the event report until the end of the meeting in executive session to protect the privacy of individuals served.

Ayes: Ms. Angle, Mr. Zarif, Ms. Copeland, Ms. Tussing, Ms. Velzy

Nay: Dr. Rademaker

Second Chance at Life, Inc. – Ms. Crawley reported no complaints.

Mr. Bowser recommended a review of the event report in greater detail at the end of the meeting in executive session. On motion of Ms. Angle, seconded by Ms. Velzy, the LHRC voted to defer reviewing the event report until the end of the meeting in executive session to protect the privacy of the individuals served.

Ayes: Ms. Angle, Mr. Zarif, Ms. Copeland, Ms. Tussing, Ms. Velzy

Nay: Dr. Rademaker

Youth Empowerment Services – Mr. Parsons reported 5 allegations of neglect, noting one allegation involved 3 clients. One allegation was not founded; one allegation of negligence was founded with corrective actions taken to ensure visual observation of client at bed checks. The allegations involving 3 clients was determined to have a proper staffing ratio, therefore no negligence was founded.

7. Announcements / Updates

Mr. Bower reported that the public hearings on proposed changes to regulations process concluded on November 9, 2006. Only a few individuals spoke to provide feedback on the proposed regulations.

Ms. Chris Joyce thanked everyone for coming to tour Grafton's facilities and holding the LHRC meeting at this location. Mr. Zarif thanked Grafton for their hospitality.

Mrs. Mingloski noted the next regular meeting will be held at Chesterfield CSB (Rogers Building) on January 22, 2007 and reminded all providers to submit the event reports for the reporting period of November and December by January 7, 2007.

Mr. Zarif reported that he has reached his 5th anniversary of employment with Goodwill Industries; that David Nelson is the medical adaptive equipment program manager; and that Mr. Zarif will head the implementation of a new project.

Break

8. Executive Session

The 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.

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.

The Chesterfield LHRC met with Second Chance at Life, Inc. and Rivers Assisted Living to review investigations reported.

9. Announcements/Updates

There were no announcements or updates offered.

10. Adjournment

There being no further business, the meeting was adjourned at 8:06 p.m. The next regular scheduled meeting will be held Monday, **January 22, 2007, at 5:30p.m.** at Chesterfield CSB (Rogers Building)