

FINAL

Chesterfield Local Human Rights Committee (CLHRC)

March 22, 2010

Committee Members Present:

Dr. Analie Rademaker, Chair
Ms. Roxanna Ronquillo
Mr. Charles Armstrong
Mr. Craig Gross
Mr. Linwood Alford
Ms. Susan Foster
Ms. Carrie Flowers, Human Rights Advocate

Committee Members Absent:

Ms. Mauretta Copeland, Vice Chair

Staff:

Mrs. Karen Mingloski, Chesterfield CSB

Guests:

Mr. Keith Clark, Chesterfield CSB
Ms. Beverly Garnes, Human Rights Manager

Affiliates Present

Ms. Cathy Pullen, A Dab of Hope, LLC
Mrs. Karyn Carpenter, Chesterfield CSB
Ms. Inger Wyatt, Covenant Homes LLC
Ms. Gina Koke, Grafton Schools
Ms. Alice Marshall, Grafton Schools
Ms. Julie Walls, Greater Richmond League of Therapists
Ms. Shona Parham, J&M Adult Care Services
Ms. Linda Jones, Jerolin Management Services
Ms. Ericka Slayton, Jerolin Management Services
Ms. Dane Willbrandt, Kids in Focus, A ResCare Company
Mr. Kevin Birdsell, Kids in Focus, A ResCare Company
Ms. Cheryl Nero, Langhorne Family Care
Ms. Sheena Lyle, Lyle Professional Consulting
Mrs. Amel Shelton, Quality Life Family Services, LLC
Mrs. Tanikka Mason, Second Chances Youth Services
Mr. Stephen Parson, Jr., YES Behavioral Health
Mr. Vincent Walker, YES Behavioral Health

Affiliates Absent:

Ms. Leonett Reese, Rivers Assisted Living

1. Call to Order

A quorum being present, Chair Analie Rademaker called the Chesterfield Local Human Rights Committee meeting to order at 5:30 pm at Chesterfield Community Services Board, 6801 Lucy Corr Boulevard. Chair Rademaker asked for introductions of those present.

2. Approval of Minutes

A motion was made and seconded to approve the minutes of the January 25, 2010 meeting, as presented. Ayes: Dr. Rademaker, Ms. Ronquillo, Mr. Gross, Mr. Alford, Ms. Foster, Mr. Armstrong

3. Matters of the Public

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

4. Old Business

- **A Dab of Hope, LLC** (revisions to Handbook)
 - Revisions have been made to the Handbook as requested. A motion was made and seconded to approve the Handbook for A Dab of Hope.
- **Greater Richmond League of Therapists** (revisions to P&P)
 - Revisions to the policies and procedures have been made and submitted. The LHRC recommends "valid driver's license with acceptable record" be quantified (ie., driving points, etc); and, further recommends changing "behavior modification" to "use of positive behavior supports" in the Intensive In-Home and Mental Health Support Services – Behavior Management Policy, Guidelines & Procedures. A motion was made and seconded to approve the policies and procedures of Greater Richmond League of Therapists, as revised.

5. New Business

a. Providers

1. Affiliation Renewal

Langhorne Family Care Services

Ms. Nero requested affiliation renewal for Langhorne Family Care Services. Ms. Nero provided information regarding services, and, that no citations were noted in the September 2009 license renewal and Langhorne Family Care received a 3-year license renewal.

A motion was made and seconded to approve the affiliation renewal of **Langhorne Family Care Services**. The affiliation fee was submitted and the agreement was signed.

A Dab of Hope

Ms. Pullen noted the 6-month temporary affiliation is expiring and requested permanent affiliation with the Chesterfield LHRC. They are still marketing their program and hope to serve clients in the near future. A motion was made and seconded to accept A Dab of Hope as a permanent affiliate. The affiliation fee was submitted and the agreement was sent to the owners for signatures.

Second Chances Youth Services

Mrs. Mason noted the 6-month temporary affiliation is expiring and requested permanent affiliation with the Chesterfield LHRC. They are located at 20 East Tabb Street, Petersburg and are currently serving 5 individuals from the Richmond, Colonial Heights, Chesterfield, and Hopewell areas. A motion was made and seconded to accept Second Chances Youth Services as a permanent affiliate. The affiliation fee was submitted and the agreement was signed.

2. Policy & Procedures Review

YES Behavioral Health

Mr. Walker requested to add an additional restraint technique to their behavior management policy and procedure. Mr. Walker provided details about the current use of CPI versus the use of Handle with Care. Handle with Care is proposed to be used at the Crisis Receiving Centers and Alternative School only, if client is in imminent danger to self or others.

A LHRC member researched that Handle with Care is used primarily at Corrections facilities, and not many human services/social services agencies. Upon lengthy discussion, YES Behavioral Health was asked to resubmit what will actually be used at the program.

Mr. Walker noted they have implemented the LHRC's recommendation for minimum staffing plus 1, which have resulted in fewer AWOLs.

A motion was made and voted to defer action on this request until the next meeting. YES Behavioral health was asked to resubmit the actual training packet for the committee's review. The LHRC requested information is e-mailed to them regarding the number of staff that are "hands-on", and how many staff were employed 6 months ago, and 1 year ago. (*correction: LHRC clarified they were looking for the number of same staff employed 6 months ago and 1 year ago*).

The Office of Human Rights shared with the LHRC and providers that the PRONE position will not be used, and referenced communication from Central Office. This information will be sent to YES Behavioral Health.

3. Program Expansion

Jerolin Management Services

Mrs. Linda Jones requested a program expansion of residential services (sponsored residential, supportive in-home personal assistance companion services and respite). The name of the program expansion will be Aberdeen Enterprises. This will allow the day program to be separate from residential services. They will continue to report on all services in one event report, noting each program per event.

A motion was made and seconded to approve the program expansion and separation of services into Aberdeen Enterprises.

4. Event Report Statistics

Dr. Rademaker entertained reports from each provider on events occurring during the period of January and February 2010.

A Dab of Hope – Ms. Pullen reported no events.

Chesterfield CSB – Mrs. Carpenter reported 2 informal complaints that were resolved to the satisfaction of the stakeholder. She further reported 1 attempted suicide, and 1 consumer death. Ms. Flowers stated her report indicated a third death; Mrs. Carpenter will follow-up and report at the next meeting.

Covenant Homes – Ms. Wyatt reported no events.

Grafton Schools – Ms. Koke reported 2 informal complaints; 4 allegations of neglect, one of which was founded neglect.

Greater Richmond League of Therapists – Ms. Walls reported no events.

J & M Adult Care Services, Inc. – Ms. Parham reported one informal complaint which was resolved to the satisfaction of the stakeholder.

Jerolin Management Services – Ms. Jones reported no events. Licensure visited on January 29, 2010, presented Corrective Action Plan and will change medication training to annual timeframe.

Kids in Focus, Kids in Focus II, Girls in Focus, Little Kids In Focus, Little Kids in Focus II – Ms. Willbrandt reported 1 allegation of abuse (unfounded); and, 1 allegation of neglect (founded). The LHRC recommends that if the hot water heater is not big enough for all clients to have a hot shower, they should look at increasing the size of the hot water heater unit.

Langhorne Family Care – Ms. Nero reported no events.

Lyle Professional Consulting – Ms. Lyle reported no events. Licensure visited in January by a new licensure specialist. Corrective action plan was submitted.

Quality Life Services – Ms. Shelton reported no events.

Rivers Assisted Living – A representative from Rivers Assisted Living was not present, however, the event report submitted indicates no events.

Second Chances Youth Services – Mrs. Mason reported no events. Licensure specialist visited February 5, 2010, and Second Chances Youth Services was officially licensed at that time. They are now serving 5 clients.

YES Behavioral Health – Dr. Rademaker noted the Event Report is well written and entertained questions from the LHRC. The Corrective Action Plan submitted was reviewed and comments were that items cited were not related to cleanliness, but are maintenance issues, and recommends YES Behavioral Health to conduct more frequent physical plant inspections to ensure compliance.

A motion was made and seconded to accept the Event Reports as submitted.

5. Other

Advanced Services for Kids

Mrs. Mingloski noted that Advanced Services for Kids is still in discussion with Licensing on a previously reported allegation and change of service to provide intensive in-home services. ASK has not attended the past several meetings. Upon further discussion, a motion was made and seconded to terminate the affiliation of Advanced Services for Kids.

6. Announcements / Updates

Chair Rademaker noted the next regular meeting will be held on Monday, May 24, 2010, and for all providers to submit the Event Reports form for the reporting period of March and April by **May 10, 2010.**

7. Adjournment

There being no further business, the meeting was adjourned at 6:55pm. The next regular scheduled meeting will be held **Monday, May 24, 2010, Chesterfield CSB.**