

FINAL

Chesterfield Local Human Rights Committee (CLHRC)

May 21, 2012

Committee Members Present:

Mr. Craig Gross, Chair
Ms. Mauretta Copeland, Vice Chair
Ms. Roxanna Ronquillo
Mr. Charles Armstrong
Ms. Dina Phelps
Mr. Linwood Alford
Ms. Susan Foster, Secretary

Affiliates Present

Ms. Karyn Carpenter, Chesterfield CSB
Mr. Gene Cash, Counseling Alliance of Virginia
Ms. Inger Wyatt, Covenant Homes LLC
Ms. Julie Jacobs-Jennings, Grafton Schools
Ms. Gina Koke, Grafton Schools
Ms. Kina Thomas, H&W Enterprises of NC, LLC
Ms. Linda Jones, Jerolin Management Services
Ms. Dane's Weddel, Kids in Focus, A ResCare Company
Ms. Cheryl Nero, Langhorne Family Care
Mr. Maurice Morgan, Jr. New Pathways Youth Services, Inc.
Ms. Angela Woolridge, Olmeja Advocacy Services
Ms. Kim Higgins, Overcomers Day Services, LLC
Mrs. Amel Shelton, Quality Life Family Services, LLC
Ms. Tanikka Mason, Second Chances Youth Services
Ms. Laura McDonald, Spectrum Transformation Group
Ms. LaKeshia Broussard, Village Children & Family Services
Mr. Vincent Walker, YES Behavioral Health
Ms. Cheryl Woods, YES Behavioral Health

Staff:

Mrs. Karen Mingloski, LHRC Staff Support (Chesterfield)
Ms. Carrie Flowers, Human Rights Office
Mr. Buddy Small, Human Rights Office

Guests:

Mr. Keith Clark, Chesterfield CSB

Absent:

Ms. Christina Rivers, Rivers Assisted Living
Ms. Wauchula Reed, Turning Point Mental Health Services LLC
Ms. Kimberly Harris, Community Interventions
Mr. Terrence Moore, J&M Adult Care Services
Mr. Jamie Knight, Lyle Professional Consulting

1. Call to Order

A quorum being present, Chair Craig Gross called the Chesterfield Local Human Rights Committee meeting to order at 5:39pm at Chesterfield Mental Health Support Services, 6801 Lucy Corr Boulevard, Chesterfield. Chair Gross asked for introductions of those present.

2. Approval of Minutes

No corrections were noted. A motion was made and seconded to approve the minutes of March 26, 2012.
Ayes: Mr. Gross, Ms. Ronquillo, Ms. Copeland, Mr. Armstrong, Ms. Phelps, Mr. Alford, Ms. Foster

3. Matters of the Public

Mr. Gross entertained comments to open the floor for items of interest to the committee. There were no matters of the public brought forward.

4. Old Business

• Jerolin Management Services –

- Revised July/August 2011 Quarterly report was submitted, reviewed, and accepted
- Revised Annual report – submitted and reviewed.
- Langhorne Family Care
 - Revised January/February 2012 quarterly; Corrective Action Plan and behavioral plan was submitted, and reviewed. LHRC Chair inquired as to whom wrote the behavior plan, as they must be certified according to regulations, and signatures need to be on the plan. Revisions to be submitted within 10 days to LHRC Staff support who will then forward to LHRC members.
- Quality Life Services
 - Revised January/February 2012 quarterly report with summary of incident was submitted, reviewed, and accepted.
- Grafton Schools
 - Revised January/February 2012 quarterly report was submitted, reviewed and accepted.

5. New Business

A. Quarterly Report of Human Rights Activities

Mr. Gross reported the LHRC members have reviewed, in advance of the meeting, the March and April 2012 quarterly reports submitted by providers. The providers will not need to give a verbal report, unless there are specific questions about an incident.

Jerolin Management Services - The LHRC chair commented on the July/August 2011 report and had questions regarding the Wal-Mart outing in terms of ways to separate consumers with or without money to alleviate potential use of restraint for those that became upset about not having funds to shop.

Grafton Schools - Mr. Alford inquired about training opportunities for staff and Ms. Jennings responded that new hires go through 2 full weeks of extensive training, and after that, individualized training is available when needed.

The following providers submitted their quarterly reports for the March/April 2012 reporting period, and the LHRC had no questions.

- Chesterfield CSB
- Community Interventions LLC
- Covenant Homes
- Counseling Alliance of Virginia LLC
- Grafton Schools
- H&W Enterprises, LLC
- J & M Adult Care Services, LLC
- Jerolin Management Services
- Kids in Focus, A ResCare Company
- Langhorne Family Care
- Lyle Professional Consulting
- New Pathways Youth Services, LLC
- Olmeja Advocacy Services
- Overcomers Day Services, LLC
- Quality Life Services
- Rivers Assisted Living
- Second Chances Youth Services
- Spectrum Transformation Group
- Turning Point Mental Health Services
- Village Children & Family Services
- YES Behavioral Health

Mr. Buddy Small, Regional Advocate, provided guidance on the information reported on the quarterly reports. Question 1 should contain information such as the type of training, how often, and the mechanism to measure. (Example: new employee orientation/training upon hire, and annual refreshers). The response "no changes since last quarter" is not an acceptable response. Also, question 4 regarding code-mandated membership requirements – you should take proactive steps such as "discussions with parents during intake, notices on bulletin boards, etc."

Mr. Gross also discussed membership attendance. The LHRC committee members volunteer their time and it is important for providers to submit their reports and attend the meeting according to the terms of the cooperative agreement. A motion was made and seconded to recommend citation for not attending the May 2012 meeting: Turning Point Mental Health Support Services and Rivers Assisted Living.

A motion was made and seconded to accept the above Quarterly Human Rights Reports as submitted/corrected that are not pending further approval.

B. LHRC Board

Adoption of By-laws Revision

The Chesterfield LHRC held brief discussion regarding the meeting schedule and determined in order to meet the quarterly reporting schedule of the Office of Human Rights, the Bylaws need to be revised to reflect meeting 4 times per year instead of 6 times. A motion was made, seconded and approved to revise the meeting schedule to 4 times per year. The Bylaws will be submitted to the State Human Rights Committee for approval.

Reappoint LHRC members –

Five members of the Chesterfield LHRC are eligible for reappointment and have complete the LHRC Reappointment Application form. Mr. Small will forward the applications to the State Human Rights Committee for further action.

Elections

Chairman Gross opened the floor to accept nominations for the office of Chairman. On motion of Mr. Alford, and seconded by Ms. Copeland, the LHRC nominated and voted for Mr. Craig Gross to serve as chair for a term of one year. Mr. Gross accepted the nomination and appointment.

Chairman Gross opened the floor to accept nominations for the office of Vice-Chairman. On motion of Mr. Gross, and seconded by Ms. Foster, the LHRC nominated and voted for Mr. Linwood Alford to serve as Vice-Chairman for a term of one year. Mr. Alford accepted the nomination and appointment.

Chairman Gross opened the floor to accept nominations for the office of Secretary. On motion of Mr. Gross, and seconded by Mr. Alford, the LHRC nominated and voted for Ms. Dina Phelps to serve as Secretary for a term of one year. Ms. Phelps accepted the nomination and appointment.

6. Advocates Report

Mr. Small stated that the Chesterfield LHRC has a reputation for doing things right. Affiliates are required to be at this meeting according to licensing regulations for accountability. Affiliates are required to attend meetings, and submit reports timely. After a number of citations, Licensing may ask if you need to be licensed again. This is your obligation as an affiliate - you are required to have some representation from your organization at the meeting.

Ms. Carrie Flowers recognized Ms. Mauretta Copeland who is rotating off the Chesterfield LHRC, and thanked her for her service. The Department of Behavioral Health and Developmental Services presented a plaque signed by the Commissioner recognizing Ms. Copeland's 6 years of service to the committee.

Also, with Ms. Copeland rotating off, there is an opportunity for affiliates to recruit for a parent member to serve on the Chesterfield LHRC.

7. Announcements / Updates

Mrs. Mingloski noted the next regular meeting will be July 23, 2012 and all providers are asked to submit the Quarterly Report of Human Rights Activities form for the reporting period of May and June, and any other agenda requests by July 6, 2012.

8. Adjournment

There being no further business, the meeting was adjourned at 6:16 pm. The next regular scheduled meeting will be held July 23, 2012.