

COLONIAL REGIONAL LOCAL HUMAN RIGHTS COMMITTEE

Alpha Counsellors Service, Inc

2238 Todds Lane

Hampton, VA 23666

26 July 2007

Members Present: Cedrick Wilson, La Ronda White, and Gregory Heyward

Members Absent: Dulcie Howard

Others Present: Gianna Mitchell Human Rights Advocate;

Potential Affiliate: Joan D. Senior-Williamson (Liaison), Eric D. Ingram, Family Maintenance Counseling Group, Inc.; Sheena Lyle, CEO, Cecily Hardy, Lyle Professional Consulting In-Home- Service; C. David Torrence, Francherre May, Youth Initiative and Youth Intervention Services, LLC; Raimando O. Thompson, Sam Campbell, Denise Campbell, Donald Wheeler, Strong Foundation Youth Initiative.

1. Call To Order

The Colonial Regional Local Human Rights Committee was called to order at 4:15 p.m. by Cedrick Wilson, for the purpose of hearing business pertaining on the agenda and such other transactions or matters that may be presented to the committee.

2. Agenda

The July 26, 2007 Agenda was reviewed.

3. Introduction

All committee members and all Potential Affiliates introduced themselves.

4. Vote on Officers

Motioned to elect officers. Cedrick Wilson, Chairperson: Gregory Heyward, Co-Chairperson: and La Ronda White, Secretary.

Action: Committee called and approved the motion of Cedrick Wilson, Chairperson; Gregory Heyward, Co-Chairperson, and La Ronda White, Secretary.

5. Acceptance of Affiliates Agreement

Family Maintenance Counseling Group, Inc; Lyle Professional Consulting, Strong Foundation and Youth Initiative, and Youth Intervention Services, LLC, signed the Colonial Regional Local Human Rights Committee Agreement and provided the required dues and presented it to the committee.

Action: Cedrick Wilson, Chairperson, read the attendance portion of the Affiliation Agreement.

Provider's affiliation will be changed from permanent to temporary by vote of Colonial LHRC if a representative is not present for a scheduled LHRC meeting. The provider would be required to attend the next scheduled meeting, explain the absence and re-request affiliation.

Temporary affiliations are 90 days and will expire if a representative is not present for a scheduled LHRC meeting. The Provider would be requires to attend the next scheduled meeting, explaining the absence and re-request temporary affiliation.

6. Program Reports (Program Description and Review Policies and Procedures)

Strong Foundation Youth Initiative requested to be heard last while awaiting additional information.

Action: Motion by La Ronda White to grant request to hear Strong Foundation Youth Initiative last and second by Gregory Heyward. The motion passed unanimously.

Eric Ingram presented Family Maintenance Counseling Groups, Inc. program reports. They work with children and adolescents up to 21 years of age. They provide services; such as, Case management, Individual and Family Sessions, Anger management, Parenting Skills, Vocational Skills, Behavioral Management, Social Modeling, Individual Service Plans, Assessments, Quarterly Reports, Discharge Plans, Links to Community. Family Maintenance Counseling Group, Inc., also requested temporary affiliation

Sheena Lyle presented Lyle Professional Consulting programs reports. They will be working with children from the age 5-17.

Temporary Affiliation

Action: Motion was made by La Ronda White and properly second by Gregory Heyward to grant Lyle Professional Counseling request for Temporary Affiliation. The Motion was passed unanimously.

Policy and Procedures

Action: Motion was made by Gregory Heyward and properly second by La Ronda White to accept. Lyle Professional Counseling Policy and Procedures. The Motion was passed unanimously.

Franchette May and C. David Torrence presented Youth Intervention Services, LLC program reports. They will be working with children age 5-17. Their programs consist of working in the schools, community and there outreach program. They also provide job assistance for parents and they provide transportation to job interviews for the parents and to help them get there children to scheduled appointments.

Temporary Affiliation

Action: Motion was made by Gregory Heyward and properly second by La Ronda White to grant Youth Intervention Services, LLC request for Temporary Affiliation that the acceptance of Youth Intervention Services be placed on hold due to awaiting additional information.

Policy and Procedures

Action: Motion will be re address upon arrival of awaiting documents.

Joan D. Senior-Williamson presented Alpha Counsellors Service, Inc. program reports. They offer Intensive In-Home Therapy, Outpatient Therapy, Sexual Offender Therapy, Mental Health Support, Behavior Management, Substance Abuse and Group Therapy and many other services. They service children and adolescent ages birth to senior citizen.

Permanent Affiliation

Action: Motion was made by Gregory Heyward and properly second by La Ronda White to grant Alpha Counselors Service, Inc request for Permanent Affiliation. The Motion was passed unanimously.

Policy and Procedures

Action: Motion made by Gregory Heyward and properly second by La Ronda White to accept Alpha Counselors Service, Inc. Policy and Procedures. The Motion was passed unanimously.

7. Behavior management Policies

Family Maintenance Counseling Group. Inc will employ only passive restraint as a mean of behavior management that consist of Friendly Nonverbal (facial gesture), Concerned Nonverbal (facial Gesture), Friendly/Helpful (a verbal low tone prompt), Concerned Verbal (A verbal mild tone prompt), Peer/Staff Support, Staff Intervention, Physical Restraint (the use of the minimum amount of force necessary to prevent the youth from continuing an immediately dangerous behavior).

Action: Motion by Gregory Heyward to approve Family Maintenance Counseling Group, Inc Behavior Management Policies, second by La Ronda White. The motion unanimously passed.

Rules of Conduct

Family Maintenance Counseling Group, Inc: Clients are expected to participate in individual and family counseling without use of abuse and or profane gestures or language,

Respect them, others and private and public property, abide by all federal, state, and local laws, contribute to safe and orderly learning environment, and to follow individual service plans and participate in community activities.

Action: Motion by Gregory Heyward to approve Family Maintenance Counseling Group, Inc Rules of Conduct, second by La Ronda White. The motion unanimously passed.

Behavioral Management Policies

Lyle Professional Consulting will employ a physical restraint (also referred to as a manual hold). Staff will use less restrictive measures defined as Verbal de-escalation, Stress Management, Anger Control.

Action: Motion by Gregory Heyward to approve Family Maintenance Counseling Group, Inc Behavior Management Policies, second by La Ronda White. The motion unanimously passed.

Rules of Conduct

Lyle Professional Consulting: Clients must respect counselors, personnel vehicles of counselor, office property, no weapons, refrain from illegal activities, and refrain from verbal and physical aggression against the counselors.

Action: Motion by Gregory Heyward to approve Lyle Professional Consulting, Rules of Conduct second by La Ronda White. The motion unanimously passed.

Program Reports (Program Description and Review Policies and Procedures)

Donald Wheeler presented Strong Foundation Youth Imitative program reports. They offer intensive home and community based services that include Behavioral Assessments, Determination of Service Needs, Crisis Intervention, Developing/Implementing Service Plans, Family Counseling and Support Advocating for Additional Services. They provide service to children ages 4-21.

Temporary Affiliation

Action: Motion was made by Gregory Heyward and properly second by La Ronda White to approve Strong Foundation Youth Initiative request for Temporary Affiliation. The Motion was passed unanimously.

Policy and Procedures

Action: Motion was made by Gregory Heyward and properly second by La Ronda White to accept Strong Foundation Youth Initiative Policy and Procedures. The Motion was passed unanimously.

Behavioral Management Policies

Strong Foundation Youth Initiative will employ Tova for 3 min at a time

Action: Motion by Gregory Heyward to approve Strong Foundation Youth Initiative, Behavior Management Policies be approved with the recommendation that a time limit be added and a greater description be provided and an addendum to the previous approved policy and procedure be made pending this information being provided, second by La Ronda White. The motion unanimously passed.

Rules of Conduct

Strong Foundation Youth Initiative: Clients will participate fully and honestly in treatment, remain available for appointments with counselors(s) and mentor, refrain from use of any abusive, vulgar, obscene or demeaning language, refrain from harassing aggressive, threatening and assaulting conduct, respect the property rights of other

Action: Motion by Gregory Heyward to approve Strong Foundation Youth Initiative, Rules of Conduct second by La Ronda White. The motion unanimously passed.

Behavioral Management Policies

Youth Intervention Service, LLC. Will use behavioral restraint for four hours for individual 18 and older, two hours for children and adolescents 9-17 and one hour for children under age 9. Restraints may not be implemented no longer than 10 to 15 minutes.

Action: Taken at the end of Youth Intervention Service, LLC presentation.

Rules of Conduct

Youth Intervention Service, LLC. Clients will participate in normal activities, respect others and their property

Action: Taken at the end of Youth Intervention Service, LLC presentation.

Youth Intervention Service, LLC

Temporary Affiliation

Action: Motion to by Gregory Heyward grant Youth Intervention Service, LLC temporary affiliation, second by La Ronda White. Motion granted unanimously.

Policy and Procedures:

Action: Motion to by Gregory Heyward accept Youth Intervention Service, LLC policies and procedures, second by La Ronda White. Motion granted unanimously.

Behavioral Management:

Action: Motion to by Gregory Heyward to grant Youth Intervention Service, LLC temporary affiliation, second by La Ronda White. Motion granted unanimously.

Rules of Conduct:

Action: Motion to by Gregory Heyward grant Youth Intervention Service, LLC temporary affiliation, second by La Ronda White. Motion granted unanimously.

Behavior Management

Alpha Counsellors Service, Inc. will employ Applied Crisis Training; which consist of a "Basket Hold". The ACSI staff will engage the client in this hold for fifteen (15) minute interval and after this time re-assess client to see if client has gained control of himself or herself. If not the staff will re-engage and this will continue until either the child has control or up to two hours.

Action: Blank

Rules of Conduct

Alpha Counsellors Service, Inc.: Clients will not Gamble, Use drugs or alcohol, narcotics, cigarettes products and look alike, explosive device, gang paraphernalia, such rags/bandannas, no weapons, no mood altering drugs, no animals, respect the confidentiality of other consumers, no verbal or physical threats, ACSI staff will at no time make physical contact, except to protect the immediate safety of staff and others.

8. *Upcoming Meeting Dates*

Motion by the chair to accept dates for future meetings as follow:

11 October 2007 at 5:30 p.m.

28 February 2007 at 5:30 p.m.

19 June 2008 at 5:30 p.m.

All dates are on Thursday.

Motion to approve the future meeting date by Gregory Heyward, second by La Ronda White.

There was a motion by the chair to give the chair permission to grant extensions on hearings. The motion was addressed by La Ronda White and Second by Gregory Heyward to grant the chair permission to grant hearing extensions. The Motion was passed unanimously.

9. *Advocates Report*

Ms. Mitchell addressed the importance of the affiliated permanent and Temporary Affiliates presence at the meeting; as well as, the importance of getting the necessary information to the Colonial Regional Local Human Rights Committee members 10 days prior to the meeting for there review. Also if they require the services of the Committees Support Secretary to get the information out then they must receive it 15 days prior. Also discuss the reasons for the \$ 400.00 fee and how it contributes to pay for the committee training and other important events they must attend.

10. *Affiliates Discussion*

Discuss the need for the 5th member for the Colonial Regional Local Human Rights Committee and all parties will assist in finding the 5th member and completing the application. Also discuss the responsibilities of refreshments, agreed that two affiliates will provide refreshments at a time for meeting. For next meeting 11 October 2007 Youth Intervention Service, LLC and Strong Foundation Youth Initiative will be responsible.

11. *Adjournment*

Motion to adjourn at 6:12 p.m., motion Second by Gregory Heyward. Adjournment granted unanimously at 6:12 p.m.

