

COLONIAL REGIONAL LOCAL HUMAN RIGHTS COMMITTEE

October 30th 2008

Members Present: LaRonda White, Chair, Paul S. Thourogood, Committee member, Dr. Charles Ponquinette, Committee member, Cheryl Westray, Committee member, Joe Winborne, Committee member

Members Absent: None

Others Present: Gianna Mitchell, Human Rights Advocate

Potential Affiliate: LEVOC Family Services

Affiliates Present: Alpha Counsellors Service, Inc., Covell Family Services, Dominion Psychiatric Associates, Family Maintenance Counseling Group, Independent Perspectives, Kids 4 Success, Living Hope, Lyle Professional Counseling, Martha's Place, New Season Clinical Services, Strong Foundations Youth Initiative, Therapeutic Interventions, Inc., Thoroughgood House, VABODE, Virginia Supportive Housing, Youth Intervention services

Affiliates Absent: None

1. Call To Order

The Colonial Regional Local Human Rights Committee was called to order at 5:35 p.m. October 30th 2008, by LaRonda White; for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee.

A. Introduction

All Committee Members, Advocates, Affiliates, New Potential Affiliates, and Others present introduced themselves.

2. Review and Approval of Agenda

October 30th Agenda was reviewed

There were no recommendations made by Gianna Mitchell, the Regional Advocate to change the proposed agenda.

Action: Motion made by Paul S Thourogood to approve the agenda as proposed

Second: Dr. Charles Ponquinette

Vote: Unanimous

3. Review and Approval of Minutes

Recommendations were made by Gianna Mitchell, the Human Rights Advocate, to correct the minutes to better reflect attendance of the affiliates, correct the spelling of Mr. Thourogood's name, and to remove Covell family services as requesting temporary affiliation.

Action: Motion made by Paul S Thourogood to approve the minutes with the suggested corrections

Second: Joe Winborne

Vote: Unanimous

4. Public Comment

None

5. Human Rights Advocate Comments - Gianna Mitchell thanked the affiliates for recruiting applicants for the committee and reported that they received more applicants than were needed for Colonial Regional and that the State Committee was able to use the overflow for other committees in need.

6. Old Business

A. Request for Permanent Affiliation

1. Alpha Counsellors Service, Inc. formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in June 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Joe Winborne

Vote: Unanimous

2. Living Hope, LLC. formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in June 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Joe Winborne

Vote: Unanimous

3. New Season Clinical Services formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in July 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Dr. Charles Ponquinette

Vote: Unanimous

4. Strong Foundation Youth Initiative formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating

that they had missed the previous meeting due to a leadership change within the company. Mr. Torrence informed the committee that he would be the liaison for the affiliate from this point forward.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Joe Winborne

Vote: Unanimous

5. Therapeutic Interventions, Inc. formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in July 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Dr. Charles Ponquinette

Vote: Unanimous

6. VABODE formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in August 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Joe Winborne

Vote: Unanimous

7. Kids 4 Success formally requested permanent affiliation with the Colonial Regional Human Rights Committee stating that they had received their License from DMHMRSAS in October 2008.

Action: Motion made by Paul S Thourogood to approve request for permanent affiliation

Second: Cheryl Westray

Vote: Unanimous

B. Requests to Renew temporary Affiliation

1. Youth Interventions Services formally requested temporary affiliation with the Colonial Regional Human Rights Committee stating that they had missed the last meeting due to a staff change. Mr. Al Harris stated that he would be the liaison for the affiliate from this point forward.

Action: Motion made by Paul S Thourogood to approve request for renewal of temporary affiliation

Second: Cheryl Westray

Vote: Unanimous

2. Virginia Supportive Housing formally requested renewal of their temporary affiliation with the Colonial Regional Human Rights Committee stating that they had not received their License from as of this date.

Action: Motion made by Paul S Thourogood to approve request for renewal of temporary affiliation

Second: Cheryl Westray

Vote: Unanimous

3. Martha's House formally requested renewal of their temporary affiliation with the Colonial Regional Human Rights Committee stating that they had not received their License from as of this date.

Action: Motion made by Paul S Thourogood to approve request for renewal of temporary affiliation

Second: Joe Winborne

Vote: Unanimous

C. Treasurer Report

Lyle Professional Consulting reported a balance of \$5520.90 in the committee account as of this date.

7. New Business

A. Request for Temporary Affiliation

LEVOC Family Services presented the committee with hard copies of their Policies, Procedures, Behavior Management Plan, and Program rules and formally requested temporary affiliation with Colonial Regional Local Human Rights Committee

Action: Motion made by Paul S Thourogood to approve request for temporary affiliation

Second: Cheryl Westray

Vote: Unanimous

Action: Motion made by Paul S Thourogood to approve LEVOC's Behavior Management policies

Second: Joe Winborne

Vote: Unanimous

Action: Motion made by Paul S Thourogood to accept LEVOC's Policies and Procedures

Second: Joe Winborne

Vote: Unanimous

Action: Motion made by Paul S Thourogood to approve LEVOC's Program Rules

Second: Joe Winborne

Vote: Unanimous

B. Requests for license modifications or addition of n services:

Gianna Mitchell stated that any affiliate that intended on making modifications to their DMHMRSAS license to add a new service or add a new location to their existing license must submit that request in writing to the Department of Human Rights. This notification must be made prior to requesting affiliation for the added service with the Colonial Regional Local Human Rights Committee. Ms. Mitchell added that if the program is to add a new service the provider must ensure that they have approved policies and procedures in place to accommodate the additional services. If policy revisions are required the provider must submit those policies to the Office of Human Rights.

C. Reimbursement of Committee Members:

All committee members were given a reimbursement form and are to return the form to the Committee liaison (Therapeutic Interventions) prior to the next meeting in order to get reimbursed in a timely manner.

D. Nomination of Vice Chair:

Discussion ensued around the nomination of a vice chair

Action: Motion made by Joe Winborne to nominate Dr. Charles Ponquinette as the new Vice Chair for the Colonial Regional Local Human Rights Committee.

Second: Paul Thourogood

Vote: Unanimous

E. Annual Seclusion and Restrain Report:

Gianna Mitchell reminded all affiliates that the annual seclusion and restraint report was due for each affiliate no later than 1/15/09. The reports must be completed and turned into Carolyn Lankford with DMHMRSAS office of Quality Management.

8. Reports Of Incidents/Complaints

- A. Alpha Counsellors Service, Inc. - Reports no incidents/complaints
- B. Covell Family Services - Reports no incidents/complaints
- C. Dominion Psychiatric Associates – Reports no incidents/complaints
- D. Family Maintenance Counseling Group - Reports no incidents/complaints
- E. Independent Perspectives - Reports no incidents/complaints
- F. Kids 4 Success - Reports no incidents/complaints
- G. Living Hope - Reports no incidents/complaints
- H. Lyle Professional Counseling - Reports no incidents/complaints
- I. Martha's Place - Reports no incidents/complaints
- J. New Season Clinical Services - Reports no incidents/complaints
- K. Strong Foundations Youth Initiative – Reports 1 incident and no complaints

- L. Therapeutic Interventions, Inc. – Reports 2 restraints and no complaints
- M. Thoroughgood House - Reports no incidents/complaints
- N. VABODE - Reports no incidents/complaints
- O. Virginia Supportive Housing – No report
- P. Youth Intervention services - Reports no incidents/complaints
- Q. LEVOC - Reports no incidents/complaints

9. Next meeting scheduled for: 1/22/09

10. Closed Session – The LHRC voted to go into closed session per Virginia Code 2.2-3711a for the purpose of review of client related incidents, restraints and complaints for the following agencies:

Therapeutic Interventions, Inc.
Strong Foundations Youth Initiative

11. Reconvene – The LHRC voted to come out of closed session per Virginia Code 2.2-3711a for the purpose of review of client related incidents, restraints and complaints. Each member certified that the only matters discussed in closed session were those related to the incidents, restraints, and complaints for the aforementioned agencies.

The LHRC made no recommendations

12. Committee discussed the need for the affiliates to be prepared to share details surrounding any incidents/complaints that are reported during closed session.

Action: Motion was made by Joe Winborne to require all affiliates to bring copies of serious incident reports involving incidents reported with them to the committee meetings and have copies of any corrective action plans issued by DMHMRSAS with them during the committee meetings.

Second: Paul Thourogood

Vote: Unanimous

13. Adjournment: Meeting was adjourned at 7:40 p.m.