

**Commonwealth Local Human Rights Committee  
3600 Broad Street, Suite 400  
Richmond, Virginia 23230**

**Meeting Minutes  
July 16, 2009  
6:00 PM**

1. Call to order, Anika Allen, Chairperson (at 6:06 p.m.)
2. Attendance

**LHRC Members present:**

Anika Allen, Chairperson  
Janel Evans, Vice Chairperson  
Clarissa Law  
Shawn Minter  
Damon Thompson  
Donald Thompson  
Valentina Thompson, Secretary  
Demetrius Whitehurst

Ansley Perkins, Human Rights Advocate

**LHRC Members Absent:**

None

**Affiliates present:**

Doris Moseley, Rochelle Nightengale, *Dept. of Juvenile Justice*; Edward Barlow, *Unity Family Services, Inc.*; Laura Easter, Ron Spears, *Elk Hill*; Perry Scott, Lamilia Scott, *From Within*; Val Barthelus, *New Directions Community Outreach Services, LLC*; Brandy Barkins, *Second Chance for Youth, LLC*; Marietta Cottingham, *Serenity C&C, Inc.*; Shantell Tronti, Ph.D., *Trinity Commonwealth Group*;

Affiliates absent: None

**Guests:**

Lisa Thweatt, *Circle of Care for Systematic Treatment, Inc.*; Ronald Tucker, *Quality Healthcare, Inc.*; Alphonzo Taylor, Jason Nelson, Fletcher Daniels, *Proactive Family Services*; Elizabeth Cave, *Cornerstone Support Services*.

3. The Minutes from the April 16, 2009 meeting were approved.
4. Financial Update: To be continued at the October meeting.
5. Public Comment: None

**Old Business:**

- I. Discussion of Affiliation Agreement and Fees
- II. Discussion of Bi-Monthly Reporting Forms and Requirements

**New Business:**

- I. New clerical support is needed...any volunteers.
- II. For all new providers, the pro-rated affiliation fee of \$162.50 is due no later than August 5, 2009
- III. **Serenity C&C. Inc Sponsored Residential Services: Report of Sites Added and Discontinued**  
-12301 Oak Bluff Trail  
Chester, VA 23831  
Continued affiliation for the 3718 address in chesterfield  
**Address added**
- IV. **Request for Affiliation: Abraham Youth and Family Services**  
6804 Patterson Avenue  
Richmond, VA 23222  
-Intensive In-Home for ages 4-20  
-“Strengthen families and build communities”  
-CCB (Cognitive-Behavioral) Therapy Method  
-Maximum case load: 4 clients  
-Restraint Policy: Crisis Wave  
-Discharge Criteria: Possession of contraband, at least 3 months in program, client must participate in a step down service (another mentoring program)  
-DSMIV Diagnosis: clients must be functional and able to understand rules. Ex. A schizophrenic client will be referred to another mentoring program (step-down service)  
-Assist parents with the client’s negative behaviors. (Parenting classes)  
-2 week staff training – Role play, CPR, First aid, homework training (CCB)  
-Human Rights Policy – each employee will complete a test to ensure understanding, supervisor will provide the training, will complete a one-on-one walk through.  
**Motion made and affiliation approved**
- V. **Request for Affiliation: Circle of Care for Systematic Treatment, Inc.**  
P.O. Box 2513  
Richmond, VA 23219  
Lisa Thweet, 12 years clinical nursing, Master’s degree in Community Health  
-License pending  
-Home based family focused program ages 6-18 (would like to change to 4 years)

- Children may have emotional/behavioral/suicidal/sexual abuse issues
- Link the child and family with appropriate community services
- Admissions process – referrals, intake screening procedure (will hire a person)
- Criteria for staff: qualified mental health professionals, 2 years experience;
- Bachelor’s Degree, write and communicate professionally, CPR
- Population excluded: DSMIV diagnosis, must have qualified staff to deal with client, if –
- not will refer to another agency with that specific expertise.
- Human Rights Training for employees-Mrs. Thweet and immediate supervisor.

**Motion made to affiliate pending submission, review and approval by LHRC members of the Program description, admission/exclusion criteria due August 5, 2009**

**VI. Request for Affiliation: Cornerstone Support Services**

10600 Talleyville Rd.  
New Kent, VA 23124

- Residential Services for adults 18 + with intellectual disabilities. Excluded: primary diagnosis is DSM IV, not able to accept anyone who needs a wheelchair, history of fire setting, history of sexual offenses.
- Meet criteria and are benefiting from services they may stay in program. Never discharge a person without setting them up with other resources.
- Administrator, trainer, home manager, residential counselor.
- Human rights training, abuse, extensive safety training, CPR, First Aid, Medication training, annual/bi-annual refresher training, meal preparation
- Home holds 4 individuals. Each additional home will not exceed capacity of 4 individuals.
- Med Waiver Program- funding
- Community Service board referrals
- Ratio 1:4 (on call staff available)
- Visitation policy: it is their home, specific area for private interaction with family and friends, no overnight guests.
- Discharge: no longer want the services, not able to provide the services they require. There is a discharge form. If someone requests a discharge, a meeting is called with their circle of support to begin the process.
- Provide training and assistance with daily living

**Motion made and affiliation approved**

**VII. Request for Affiliation: Proactive Family Services**

**3108 N. Parham Rd., Ste. 400 C  
Richmond, VA 23294**

- In home counseling, family sessions, individual counseling
- Ages 5-18
- Exclusionary criteria: Fire starters, sexual predators, IQ of 60 or less
- License pending

- Rebuild relationships within a family
  - Medicaid funded
  - Clinical Supervisor: in charge of all diagnosis and assessments. (LCS)
  - Human rights training-Program director
    - Restraint Policy-Less intrusive TOVA training
  - In home counseling, community and therapeutic outlets also used
- Motion made and affiliation approved**

**VIII. Request for Affiliation: Quality Health Care**

- Intensive In home counseling in Petersburg, Virginia
  - Ages 4-21
  - Provide services, Promote independence, Produce upstanding citizens
  - Music and pet therapy
  - Promote hobbies and interests
  - Implementing a GED program
  - License pending
  - Ratio 1:3 (30 hours billable, 10 hours promoting in the community to build moral)
  - Other training, clinical documentation, building moral, matching clients with specific staff members
- Elaine Vincent – Human Rights Training
- Spiritual Activities-encouraging them to participate in the program of their preference.
  - Referrals-police department (gang prevention)
- Motion made and affiliation approved**

**IX. Request for Affiliation: Urban Oasis Youth Services: Not present**

**X. Request for Affiliation (Program Expansion): Elk Hill-Mental Health Support and Therapeutic Day Treatment**

- Mental Health Support - Serve older adolescents and adult clients by providing training and support in developing functional living skills.
  - Discharge clients when they have accomplished their ISP goals and there is no longer a clinical need for services.
  - Provide vocational training for mental health support.
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- Therapeutic day: serve children and adolescents through a combination of psychotherapeutic interventions, education, and mental health treatment in order to improve their level of functioning in the classroom and major life activities.
  - Public Schools (elementary and high)
  - ISP Goals, discharge criteria will be developed.
  - Would like staff to have experience in the school setting
  - All employees will be trained in CPR, First Aid, Mandt
- Motion made and affiliation approved**

**All affiliates - Please submit the following sections for LHRC review: Seclusion and restraint; restriction of freedom on everyday living and program rules – due August 5, 2009**

**XI. Human Rights Activities Reports for period April 1, 2009 – June 30, 2009**

- A. Department of Juvenile Justice – no activity
- B. Unity Family Services, Inc. – no activity
- C. All Care Family Services – no activity
- D. Elk Hill – no activity
- E. From Within – no activity
- F. New Directions Community Outreach – no activity
- G. Second Chance 4 Youth, LLC – no activity
- H. Trinity Commonwealth Group – no activity
- I. Serenity C&C, Inc. – no activity

**Motion made and approved to accept the Human Rights Activities Reports for the above affiliates.**

**XII. Human Rights Update:**

July 1 – Name change (Department of Behavioral Health and Developmental Services)

Mental Retardation is now referred to as Intellectual Disabilities. The advocate did a mini-training on Human Rights reporting to include what a complaint is, examples of a complaint as well as the definition and examples of abuse, neglect and exploitation. The Office of Human Rights understands that even the tightest program will have an allegation or complaint from time to time and the OHR does serve as a resource to providers.

Dr. Tronti from Trinity Commonwealth Group has volunteered to be the new clerical support to the Commonwealth Local Human Rights Committee

**XIII. Next Meeting: October 15, 2009 6PM**

**XIV. Meeting adjourned at 8:00PM by Anika Allen, Chairperson**