

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

**Meeting Minutes  
January 21, 2010  
6:00 PM**

1. Call to order, Ja'Nel Evans, Vice Chairperson (at 6:18 p.m.)
2. Introductions:

**LHRC Members present:**

Janel Evans, Vice Chairperson  
Clarissa Law  
Donald Thompson  
Valentina Thompson, Secretary

Ansley Perkins, Human Rights Advocate

**LHRC Members Absent:**

Anika Allen, Chairperson  
Damon Thompson  
Shawn Minter  
Demetrius Whitehurst

Affiliates present: Trey and Elizabeth Cave, *Cornerstone Support Services*; Richard Cottingham, *Serenity C&C, Inc.*; Brandy Barkins, *Second Chance for Youth, LLC*; James Martin, *Second Chance for Youth, LLC*; Ansell Hamlin, *Abraham Youth & Family Services*; Paulette Edmonds, *Unity Family Services, Inc.*; Anthony Bates, *Unity Family Services, Inc.*; Edward Barlow, *Unity Family Services, Inc.*; Rochelle Nightengale, *Richmond Justice Services*; Trina Louis, *Richmond Department of Justice Services*; Michael Walker, *Urban Oasis*; David Hawkes, *Urban Oasis*; Sandra Wilkins, *Urban Oasis*; Perry T. Scott, *From Within*; Ronald Tucker, *Quality Healthcare, Inc.*; Lisa Thweatt, *Circle of Care for Systematic Treatment, Inc.*; Katie Cox, *Elk Hill*; Jason Nelson, *Proactive Family Services*; Mark White, *New Directions Community Outreach Services*; Valens Barthelus, *New Directions Community Outreach*.

Affiliates absent: Shantell Tronti, PhD, *Trinity Commonwealth Group*

3. The Minutes from the October 15, 2009 meeting with corrections made to Unity Family Services, Inc. change of location and the representative's name was approved.
4. Financial Update: \$3152.59

5. Public Comment: None

**Old Business:**

I. Policy Reviews: Seclusion/Restraint, Restrictions on Freedoms of Everyday Living and Program Rules:

- **Richmond Department of Justice Services:** approved
- **Unity Family Services, Inc.:** “Is restraint only being used in emergencies” “Yes”, “Is UFS utilizing timeout?” A disruptive individual can elect to take a 30 min timeout; they have the freedom to leave the room when they wish. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28.
- **Quality Healthcare, Inc.:** The reference to Timeout needs to be removed; Intensive In-home cannot use timeout. Remove items #4, 8, 9, 12, 13. #3 should be in the treatment plan and not as a policy or rule, Item #1 is a goal/objective and not a policy or rule. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28. - approved
- **Proactive Family Services:** Item #3 restraints will be held no longer than 15 minutes, change language to “until the behavior has stopped.” Item #12 will be documented in the progress note. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28. - approved
- **Cornerstone Support Services:** The committee asked when physical restraint is being utilized, “as a last resort, only if the person is a danger to themselves or others.” Be sure to include all of section C.18 from the Regulations. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28. - approved
- **From Within:** approved
- **New Directions:** Section 1.10, item 4a can be removed. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28. - approved
- **Urban Oasis:** Section 100, 8.1 A-G and 8.2 from Regulations should be included. B.3 & B.5 from Regulations should be referenced. The committee has several questions to include: does the client have the freedom to leave the room during a time-out? What are the designated times for telephone usage? All clients should be notified of room inspections. Room inspections can proceed if there is thought to be anything dangerous in the room even without the client’s consent. Item #11, reference to restraint and timeout need to be removed. Revisions need to be made and resubmitted to Ansley Perkins by Thursday, January 28.

II. **CLHRC Follow-up RE:** Proactive Family Services – The committee is missing the verbal/written report for Human Rights Activities Report for reporting period July, August and September, 2009 – Will be submitted by Thursday, January 28, 2010.

## **New Business:**

- I. **Serenity C&C, Inc. Sponsored Residential Services:** adding an address  
4838 Southernness Way  
Providence Forge, VA 23140.
- II. **Richmond Department of Justice Services:** No services provided. Waiting for site visit to be scheduled.
- III. **Unity Family Services:** One individual was hospitalized with diabetic issues, was released without any further complications. New client as of week of Jan. 11
- IV. **All Care Family Services:** 3 new hires, 1 resignation
- V. **Elk Hill:** No activities
- VI. **From Within:** No activities. License received.
- VII. **New directions community Outreach:** 4 new hires. License received.
- VIII. **Second Chance 4 Youth, LLC:** No activities
- IX. **Trinity Commonwealth Group:** Deferred until next meeting.
- X. **Serenity C&C, Inc.** New sites
- XI. **Quality Healthcare, Inc.** No services provided. Waiting for site visit.
- XII. **Proactive Family Services:** No activities to report. No license.
- XIII. **Abraham Youth & Family Services, LLC:** License received at the first of the year.
- XIV. **Cornerstone Support Services:** No activities
- XV. **Circle of care for Systematic Treatment, Inc:** No services. Waiting on site visit
- XVI. **Urban Oasis:** No activities

A motion was approved to accept all the Human Rights Activities Reports.

- III. **Calendar For Human Rights Activities Report:** received by all affiliates.
- IV. **Human Rights Update:** The Advocate explained the current process for Program and how the Human Rights Verification Form must be completed, sent to and approved by the SHRC Director prior to seeking LHRC affiliation for expanded service. The committee approved a motion to accept the Advocate's report.
- V. **Secretary's Report:** 14/15 affiliates present. 15/15 Human rights activity reports for this reporting period were received. The committee approved a motion to accept the report.
- VI. **Next Meeting: April 15, 2010 6PM**
- VII. **Meeting adjourned at 7:12PM by Ja'Nel Evans, Vice Chairperson**