

Commonwealth Local Human Rights Committee Minutes

Meeting Minutes

October 21, 2010

Committee Members Present:

Janel Evans
Anika Allen
Damon Thompson
Shawn Minter

Committee Members Absent:

Demeitrius Whitehurst
Valentina S. Thompson
Clarissa Law

Human Rights Advocate Representation:

Beverly Garnes, Region 4 Human Rights Manager

Affiliates Present:

Dept of Justice Services
Unity Family
All Care Family Services - No longer affiliated
Elk Hill
From Within
New Direction
Second Chance for Youth
Quality Health Care
Abraham Youth and Family Services
Cornerstone Support Services
Circle of Care for Systematic Treatment

Affiliates Absent:

- Circle of Care for Systematic Treatment
- Urban Oasis
- Proactive Family
- All Care Family Services

Call to Order

A quorum being present, Chair Ja'Nel Evans called the Commonwealth Local Human Rights Committee meeting to order at 6:03p.m.; 3600 W. Broad Street, Suite 400; Richmond, VA 23230.

Introduction:

Introductions were given by the committee.

Approval of Minutes:

A motion was made and seconded to approve the minutes of the September 16, 2010 meeting.
Ayes: Janel Evans, Anika Allen, Damon Thompson, Shawn Minter

Matters of the Public:

Chair entertained comments to open the floor for items of interest to the committee. None

Old Business:

- 1) Crisis Wave (demonstration of approved techniques without the use of the hammer strike)-No demonstration given.
- 2) Second Chance for Youth-Staff scheduled to complete Crisis Wave Training
- 3) Dept. of Justice Services to follow up with Ed Gates regarding conducting a demonstration at the January 20th meeting.
- 4) Per CLHRC Proactive Family Service will be removed from the agenda

New Business:

- 1) Mending Fences
 - Not in attendance at scheduled LHRC meeting to request affiliation
- 2) CLHRC to send out notification letters to providers not in attendance
 - Circle of Care for Systematic Treatment
 - Urban Oasis
 - Proactive Family
 - All Care Family Services

Program Expansion:

Serenity C & C-Requested affiliation for (5) new sites.

- Serenity C&C were advised to notify licensing to add additional sites. Serenity C&C was also informed that licensing will notify the Human Rights Director. Following receipt of approval Serenity may then make request to CLHRC affiliation for additional sites.

Cornerstone - Request affiliation for additional site.

- Cornerstone received approval via licensing. CLHRC approved affiliation for additional site. Address: 5911 Brickshire Drive Providence Forge, VA. 23140; Telephone: (804)966-2598.

Event Reports:

- 1) Dept of Justice Services
 - No clients served during the activity period of *July-Sept*
- 2) Unity Family-(1) allegation/Employee change
 - Section II allegation of abuse
 - (1) discharge on September 10th
- 3) All Care Family Services-No quarterly report submitted/No longer affiliated
- 4) Elk Hill-No Allegations to report
 - Section III-new hires
 - Added TDT location: Walker Upper Elementary, in Charlottesville VA.
- 5) From Within
 - Not in attendance, submitted report
- 6) New Direction-No allegations to report in sections I & II
 - Section III-Staff made anonymous call to CPS regarding client biological mother discarding food out of window of client residence. Per staff biological mother refused to feed the client. Following incident agency notified advocate, Michael Curseen. Agency advised by office of

Human Rights to complete an incident report and send it to their licensing person and Cc: Human Rights Advocate.

7) Second Chance for Youth

- Submitted a copy of an incident report (8/31/2010) involving a resident who injured his hand trying to catch a football. Per incident report client first refused medical attention. 24 hours later staff reassessed client injury and encourages him to seek medical attention. Following medical treatment via physician, client sustained small fractures in three of his fingers

8) Quality Health Care

9) Abraham Youth and Family Services

- Section III during this reporting period (1) counselor resigned*
- (1) Compliance Officer was hired
- (2) Assessors were hired
- (2) new counselors were hired, which (1) of them resigned*

10) Cornerstone Support Services

- (3) Support staff were hired during report period

11) Circle of Care for Systematic Treatment-No report submitted/Not in attendance

12) Urban Oasis-Not in attendance/Report submitted w/no allegations

- Providers request a reminder of Quarterly meetings via email. Chair, Janel Evans referred all providers to the meeting schedule for January 20th, 2011-October 20th, 2011
- CLHRC: Reminder that all providers need to attend all meetings or send a representative

Treasure Report:

Withdrawals made during reporting period:

- Catering Service in July in the amount of \$400.00 and October in the amount of \$350.00
- August account balance \$4281.59
- October 21st account balance \$3931.59

- CLHRC motion made to refund portion of affiliation fees to Second Chance for Youth and Abraham Family Services for Treasurer Services provided to CLHRC
- Advocate, Beverly Garnes reported that the SHRC may recommend possible changes in which providers/affiliates may not be required to pay affiliation fee. Fee may be reduced or not charged to future providers.
- CLHRC members to stay back following meeting

Adjournment:

There being no further business, the meeting was adjourned at CLHRC meeting adjourned 8:15pm

Anika Allen, Chair

(Date)

Executive (Closed) Meeting

It was moved and properly second to go into executive session pursuant to the Virginia Code Section 2.2-3711 A (4) for the purpose of reviewing the current member status for C. L.

- Discussed stipulations of committee member participation at quarterly meetings. Chair to contact C. L. regarding her participation.

Upon reconvening in open session, each member of CLHRC certified that, to the best of each CLHRC member's knowledge, only public business matters lawfully exempted from statutory open meeting requirements, and only public business matters identified in the motion to convene the executive session were discussed in the executive session.

Beverly Garnes facilitated training on "Virginia Freedom of Information Act (FOIA)"

- FOIA policy considerations
- What you need to know about FIOA
- Definition of FOIA
- What is covered
- What is a Meeting?
- What are FIOA meeting requirements?
- Do you have to tell anyone that you are having a public meeting?
- FIOA notice requirements
- Agenda packets
- Minutes
- Electronic Meetings
- Participation by members in the event of an Emergency, Illness, or Distance
- Closed Meetings
- Public Records