

Genesis LHRC Meeting
July 17, 2012 –DRAFT Minutes

Committee:

Present: Reginald Daye, Regional Advocate
Joseph Motley, Committee Member
Stan Rockwell, Committee Member
Michael Stage, Committee Member

Participants:

Francis Bruce, Alpha Community Services
Brenda Lomax, Community Direct Services
Walt Stone, Cornerstone Service Intervention Systems
Barbara Wilber, Eggleston Services
Sydney Vanlow, Kreative Counseling Group
Matthew Melvin & Standice Rumph, Hope Unity and Freedom
Julia Tolly & Jennifer McCracken, Individual's First
Gail Hardy-Boyd, Just People Inc.

Absent: -N/A

Committee member Stan Rockwell called the meeting to order at approximately 9:05 am. Mr. Rockwell asked if there were any corrections to the April 17, 2012 minutes, which there were none. A motion to accept was made by Mr. Motley and Mr. Stage seconded, minutes were accepted.

Advocate Remarks:

Mr. Daye mentioned that he has a new staff to his office by the name of Timothy Jones.

Next Mr. Daye stated that providers should have received letters informing them of the new Serious Incident & Death procedure. If had not received the memo, they could find the information on the DBHDS website. The Serious Incident & Death form/ reports are to be sent to the Central Office.

Neglect and Abuse and complaint allegations still go to Reginald Daye's office.

All initial notification must be made to his office within 24 hours. The notice must include the following information when submitted:

- Name of the victim include date of birth. Name of the aggressor, including date of birth, if a peer to peer case
- Name and title of involved staff
- Date of occurrence
- Date reported
- What happened?

- Who reported allegation?
- Date and name of other agencies you notified
- Date and name of authorize representative, if applicable, notified of allegation
- For complaint Allegations (Non Abuse/ neglect cases) please indicate if it is a formal or informal complaint.

DO NOT EMAIL any reports!!! Emailing to or from a non-secure email could be a HIPAA violation. All allegations are to be reported within 24 hours. You can the fax the notice to Mr. Daye's office. All completed internal investigations must be submitted within 10 business days. You may fax or mail the completed investigations to his office.

Completed internal investigative reports needs a minimum of: summary of findings, people involved, note any changes to the original initial notification report, your findings, corrective action plan, compliance with company policy. Report must also include the notice of the right to appeal your findings. This notice should include the date, name of client and or authorize representative who was informed and their right to appeal findings.

Ms. Wynn's 1st term on the LHRC expired on 06/30/12. Ms. Wynn's reappointment application will be reviewed by the SHRC at its September 7, 2012. Until she is reappointed, Ms. Wynn is not a member of the LHRC.

-There is currently one seat open on Genesis LHRC.

-Forward applications to Mr. Daye.

Old Business:

None noted.

New Business

Alpha Community Services are to take over secretarial duties for LHRC in October of 2012. HUF Center will complete October as training for Alpha's transition.

Community Direct Services are moving from 28 Kingsland in Hampton to 2023 Salt Hams Road in Hampton, Va. Valerie Claiborne will operate this site. Their Suffolk office is moving to 5208 Shore Breeze Court, Virginia Beach Va. Clients are moving to the above location. Clients agreed to move. 5804 E Hastings Arch, Va. Beach, Va. 23462 request approval to add two new affiliations 1405 Loren Crescent, Portsmouth.

Just People- transitioning a day support to an eight-bed group home. 200 Research Way will be new location for day support. No new affiliation needed for day treatment, it will continue to fall under their current affiliation. Naomi's Nest will also fall under the already licensed affiliation.

Public Comments:

Time was given for any public comments to be made. No public comments were made.

Program Updates:

Alpha Community Services Provides residential group home services to Intellectually Disabled adults. No allegations of abuse or neglect. No complaints. Helping out by reviewing regulations and policy and procedure. Staff, are tested on regulations and policies during orientation. No changes in license status or policies. Licensed to serve 15, currently serving 8.

Community Direct Services Provides supportive in home, and sponsored residential programs. No abuse or neglect reports. No complaints. Current policy updates. No changes in licensing or license visits. Expansions made (see above).

Cornerstone Service Intervention Systems Provides Intensive In-Home counseling for children and their families. . Currently serving 45. No reports or abuse or neglect. No complaints. Continuing to follow guidelines set by regulations. Regulations are reviewed weekly to ensure no neglect or abuse. No changes in licensing status. No changes in services or policies. Cornerstone would like to modify to add outpatient services to license, currently licensed for intensive in-home services. Attempting to find a member and is collecting applications at this time.

Eggleston Services provides residential, day support, supportive employment, and prevocational employment services with four group homes, three food services sites, and mailroom. They reported no program updates, and no change in services, no new sites, no licensure visits. They are currently serving 320. They reported 2 physical restraint/hold, 3 deaths that occurred at the home. They added an Ethics/Health Safety portal for all staff online so employees can access as needed. No changes in policies or license status. Still looking for member for Genesis LHRC board. They were asked to stay for closed session.

Kreative Counseling Group provides Intensive IN-Home Services now in the Hampton VA area. They are currently serving 5 clients. They reported no program updates, and no change in services, and no new sites.

Hope, Unity, and Freedom Provides a day treatment service that helps individuals work on daily living skills, IADLs, MH awareness and community integration groups.. Currently serving 80, and can serve 90. They reported no program updates, no requests for the committee. Mr. Melvin and Ms. Rumph presented the first quarter reports for 2012. They were asked to stay for closed session.

Individual First Provides residential services to Intellectually Disabled adults in the community with 4 group homes located in Virginia Beach. There were no program updates, no request for the LHRC, no restraints, complaints/allegations, and no deaths or suicides. They are currently serving 56 this quarter. Policies are reviewed regularly.

Change in address due to plumbing issues. No changes in status or policies. No changes in behavioral plans involving restraint or time out. Gave a prospective on member application.

Just People Incorporated- Provides, residential, respite, in-home and day support services to intellectually disabled adults and children in the community. They served 5 this quarter. No abuse, neglect, or complaints. New hire staff members are trained on conducting reports. Follow up conducted quarterly. No changes to Policy and Procedure status, working with agencies in community to find a member for Genesis LHRC. They were asked to stay for closed session.

Closed Session:

The LHRC motioned and approved to go into closed session per section 2.2-3711.A, of the code of Virginia to discuss issues/matters exempt from public disclosure namely to review client restraints, incident reports, and abuse and/or complaint investigations of the following: Eggleston Services and Just People Inc. A motion was made and approved to come out of closed session. Upon reconvening into open session each member certified that only business exempt from public disclosure related to the above noted programs was discussed.

No recommendations.

Next meeting set for October 16, 2012 at 9am.

Motion made and seconded to close the meeting.

Committee adjourned at 10:57am.

Respectfully Submitted,

Matthew Melvin

July 17, 2012