

Hampton Regional Local Human Rights Committee
4207 Victoria Blvd.-Hampton, Virginia 23669
May 18,2010 @ 10:00 AM

Final Minutes

In Attendance:

Rebecca Newsome, Chair
Sheila Stamps, Member
Gloria Newell-Perdue, Vice Chairman

Absent Committee Members:

Evelyn Gay, Member

Advocate:

Reginald Daye, Regional Advocate, Region V, DBHDS

Affiliates:

Alliant Human Services LLC
Bells Haven
Boney Community Residential
Caring Family Home
CHARIS Support
Family & Adolescence Services
Family Impact INC
Hagar Manor
H & L Homes LLC
Higher Heights RSC LLC
New YCAPP
People Too LLC
Serenity C & C Inc
Visions Family Services

Absent Affiliates:

None

Welcome/ Call to Order:

Ms Newsome, Chairperson opened the meeting at 10:05AM.

Chairperson Updates:

None at this time

Approval of Minutes:

The minutes from the Hampton Regional LHRC meeting of February 24, 2010 were approved as written.

Secretary Report:

None at this time.

Treasurer Report:

The affiliates have \$ 6,984.68 in the bank account as of this meeting.

The advocate made a suggestion that due to the amount in the bank, that the affiliates consider having no dues for the 2010-2011 fiscal year. Motion made by Ms. Stamps and 2nd by Ms. Perdue.

Affiliate agreement will be updated to reflect the change.

Advocates Report:

Reginald Daye, informed the group that Willie Branes former Advocate had left the Human Rights Department in April 2010 to join the Adult Home division, All email and correspondences should be directed to Kathryn Ketch during the interim.

Mr. Daye outline the steps to take when an agency is trying to obtain affiliation of a new service or program.

Adding a New Service in Region V you must submit:

You must forward the Human Rights Verification form and a copy of your policies certifying your policies and procedures to the Office of Human Rights.

You must send a cover letter requesting to add a new service, the service outline, and the acceptance letter from Margaret Walsh, Behavior Management policy and rules of conduct to the LHRC and Office of Human Rights.

You must also notify your licensing specialist of your new program.

You must also notify your Local Human Rights committee of your new program and get their approval.

If expanding the same service:n (This applies to Region V only)

Same process except in Richmond's region.

Send letter to Office of Human Rights with a copy to your LHRC.

The letter must contain the location of the program, the program manager, a statement certifying that you will utilize the same human rights policies, behavior management and program rules as previously approved.

You must request to be put on the agenda of the next LHRC meeting.

The advocate also indicated that there are statewide changes that are being made and a letter will be coming to all providers.

Old Business:

None reported at this time.

Request for Continued Temporary affiliation:

Hagar Manor- is still working on getting licensed waiting on walk thru. Motion made by: Ms. Perdue to grant continued temporary affiliation. Seconded by: Ms. Stamps. Motion granted.

Serenity C & C- is requesting continued temporary affiliation for 38 homes. The addresses are referenced in the attachment . Motion made by Ms. Stamps Seconded by: Ms. Perdue. (sproved) Much discussion was had over the correct listing. It has been decided that a list of disenrolled homes be added to all future reports.

New Business:

Request for New Temporary affiliation:

Caring Family- is requesting temporary affiliation for a day support program. Mr. Daye has a letter dated may 17, 2010 from Margaret Walsh approving the new program. The new program is named: Gateway under the Caring Family structure. There were several questions asked in regarding to this new program.

Q: Hours of operation

A: 9:00 Am- 3:00 PM (Monday- Friday)

Q: Number of clients estimated to service

A: 20

Q: Location

A: 220 Executive Drive- Hampton, Virginia (this is an address correction)

Q: What is a QMHP

A: Qualified Mental Health Professional. This is a person who has a degree in Human Services or Health Services. They also must have experience in the field. Job Descriptions will be sent to the committee.

The advocate is in support of this new program. A Motion was made by: Ms. Stamps to approved temporary affiliation. Seconded by: Ms. Perdue. Motion Granted

Program Rules Review:

Q: questions regarding the cleaning of common areas.

A: The residents will be encouraged to pick up things that may be in the hall for safety purposes.

Q: The times that the clients will arrive

A: They will arrive between 8:30 AM-9:00 AM.

Q: What time will staff arrive

A: 8:30 AM to receive clients.

Q: ISP will list all activities

A: All clients will be allowed to participate in scheduled activities as their abilities allow.

Motion was made by: Ms. Stamps to approve program rules Seconded by: Ms. Perdue Motion Granted.

Behavior Management Review:

Q: Arms length in public places

A: The clients will be within eye sight and arm length during outing and activities.

Motion made by Ms. Stamps to approve Behavior Management Policies. Seconded by: Ms. Perdue (Approved)

Alliant Human Services- is withdrawing their request at this time. They will be forwarding additional documents as required to licensing and human rights.

CHARIS Support Services- is requesting affiliation for a new respite day support services. They are submitting revised rules of conduct and behavior management to the LHRC for review. The new service is for respite day support. The committee advised CHARIS to submit all information to Office of Human Rights and LHRC for review and approval. Motion made by Ms. Stamps for temporary affiliation. Seconded by: Ms. Perdue. Motion granted

Request to Move from temporary affiliation to Permanent:

Bells Haven- is requesting to be moved back to permanent status. Motion made by: Ms. Stamps Seconded by: Ms. Perdue Motion Granted

Higher Heights RSC LLC- is requesting to be moved to permanent affiliation. This request was denied due to information not received timely. Will be tabled until the next meeting. Motion made by Ms. Stamps to continue temporary affiliation. Seconded by: Ms. Perdue. Temporary Motion granted.

Affiliate Reports:

Alliant Human Services- reported (0) incidents at this time. Currently there are 30 clients in service.

Bells Haven- reported (0) incidents.

Boney Community Residential reported (0) incidents at this time. Two clients in service. Had a visit from Licensing- Ed Gonzales was onsite on April 8, 2010 all went well.

Caring Family- Jenny Murphy reported (0) incidents at this time. Currently serving six clients in two locations.

CHARIS Support Services- Ms. Tisby reported (0) incidents. They have one new clients. Motion made by

Family & Adolescent- reported (0) incidents at this time.

Family Impact- reported (0) incidents at this time. (5) new clients. (2) discharged clients. (36) clients in service in this region.

H & L Homes- Ms. Webb reported (1) incidents. (2) clients in service. One complaint was filed waiting on outcome of reports. Human Rights and Licensure did a visit on 05/03/10. The facility annual review was done on 05/11/20. Will not go into executive session until next meeting due to investigation still in progress.

Higher Heights Residential Svc Center LLC- (0) incidents. (0) residential clients. (21) Mental Health Support Clients .

People Too LLC- Ms. Harvey reported (1) incidents. They have (3) clients. License review as conducted on 05/05/10 and facility was issued a (2) year license. On 05/09/10 a serious injury occurred . The details will be discussed in executive session.

Serenity C & C Inc- reported (1) incident. . Provider will discuss in executive session.

The New YCAPP- reported (0) incidents in day treatment. Servicing 452 clients in this region. In the Intensive In Home there are (2) human rights complaints. They are currently servicing 16 clients. The committee asked for a site listing to be submitted.

Visions- reported (0) incidents. They current have 20 clients. Visions has also received CARF approval.

Absent Affiliates Action:

None at this time

New Request for Affiliation:

None at this time.

Affiliates Dropped:

None at this time

Affiliates requesting to be dropped:

None at this time.

Elections:

The affiliates were required to appoint a new Support Secretary and Treasurer for 2010-2011 year. Serenity C & C will fill the role of Support Secretary. Boney Community Residential will fill the role of Treasurer. Caring Family will fill the role of Assistant Treasurer.

The Chairman Elect for the LHRC Board is Ms. Gloria Newell-Perdue. A motion was made by Ms. Newsome and Seconded by Ms. Stamps.

The Vice Chairman Elect for the LHRC Board is Ms. Shelia Stamps. A motion was made by Ms. Newsome and Seconded by Ms. Perdue

Next Meeting:

August 18, 2010 @ 10:00 AM
Hampton Public Library
4207 Victoria Blvd. Hampton, VA 23669
(Moved to February 24, 2010)

Adjournment:

12:45 PM

Motions made to move to the executive session. Made by: Perdue Seconded by: Stamps. Motion granted and approved .The committee moved to executive session.

Executive Session

Motion to go into executive session: “....Move that the LHRC go into executive session pursuant to the VA Code 2.2-3711(A) 4 for the protection of the privacy of individuals in personal matters not related to public business, namely for the purpose of [hearing of authorizes representatives, hearing of behavior modifications and/or conducting a hearing, interview individual for membership, hearing of complaints, abuse, neglect resolutions, etc.) pursuant to the regulations.

Motion to go into open session (after motion passed): The LHRC certifies that, to the best of each member's knowledge, only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session. The executive session was to review incidents from People Too LLC, Serenity C & C, and The New YCAPP.

Closed Session Report:

People Too- No recommendations made at this time. Documentation of training are on file at the home.

Serenity C & C: 1. Plan to limit community outings.
2. Develop a new Behavior Plan specific to job
3. Follow up on new placement for client.
4. Review the plan with staff involved in treatment.

New YCAPP: No recommendations at this time. Submit confidentiality policy for review.

Respectfully Submitted: Kimberlee Mack-Matthews, Secretary