

## **MEETING MINUTES**

**April 10, 2006**

**Members Present:** Dick Travis, Scott Bennett, Jeanne Tysinger, Florence Ferguson

**Others Present:** Chuck Collins (Regional HR Advocate), Mark Seymour (HR Advocate) Heather Newland and Melinda Yoder (Pleasant View), Mary Ellen Chewing (Arc/Op Shop liaison), Marsha DuBois (VAIL liaison), Judy Otto (CJ Designs liaison), John Humphreys (Fair Haven liaison), Justine Waits (Lutheran Family Services liaison), Christy Collins (CC and Associates), Pam Hevener (RMH liaison), Cheryl Burke and Gary Wilburn (Minnick Education Center), and Holly Albrite (HRCSB liaison).

### **CALL TO ORDER**

The meeting was called to order at 2:00 pm.

Introductions were made by those in attendance. Scott Bennett was welcomed as a new LHRC member, and Cheryl Burke and Gary Wilburn were welcomed as representatives of Minnick Education Center which became an affiliate program in March at a called meeting.

### **MINUTES**

Florence Ferguson made a motion that was seconded and approved by the Committee to approve as written the minutes from the January 23, 2006 meeting, and the March 16, 2006 called meeting.

### **ANNUAL PROGRAM PRESENTATIONS**

**RMH** Pam Hevener provided a review of human rights issues in RMH's DMHMRSAS licensed programs during the past year. Chuck Collins noted that the hospital does a good job of reporting abuse complaints. His most frequent contact is related to restrictions with visitors, phone calls, etc., and questions regarding discharge planning or why the individual is in the hospital. Natalie Rinaca is the primary contact for individual complaints and Pam Hevener is the contact for systems issues. In response to a question, Pam Hevener explained that annual human rights training is done in conjunction with a performance and competency assessment done annually at RMH.

**CJ Designs** Judy Otto reported that the agency's residential programs (Somerset and Sunset Ridge) are in good standing with DMHMRSAS licensure and are expecting a 3-year renewal visit in the near future. Ms. Otto reviewed characteristics of the clientele and reported that the programs serve up to 12 residents and offer respite care when space is available. Human rights issues from the past year were reviewed. Mr. Collins reviewed the process for the reporting of abuse allegations and program response and reporting requirements. Ms. Otto also reviewed the program's written next friend policy and how human rights training is completed. It was clarified for program affiliates that next friends may not be paid for serving in this role.

**Fair Haven Residential** John Humphreys explained that Fair Haven serves a total of 8 consumers in two homes, providing congregate residential support through Medicaid waiver funding. He reported on several consumer transitions during the past year. The program had no formal complaints during the past year. Several issues treated as informal complaints were reviewed.

**CC and Associates** Christy Collins reported that this program is in good standing with DMHMRSAS licensure, had no complaints in the past year, and had not undergone any programmatic changes. The program currently serves 15 consumers in Harrisonburg and Rockingham County.

### **Other Business**

#### **Revisions to Rules of Conduct – Harrisonburg Rockingham CSB**

The committee reviewed the amended rules of conduct with no further changes recommended.

#### **Information from State Human Rights Committee (SHRC) and State Human Rights Office**

Chuck Collins confirmed that surveys soliciting input on the content of the upcoming LHRC Seminar should be turned in to him. Several committee members handed in completed surveys.

The Committee reviewed the SHRC recommended changes to local committee bylaws and decided the following upon motion and approval by all:

- The HRLHRC Bylaws will retain the current wording regarding membership absences.
- The HRLHRC Bylaws will be amended to make the recommended wording change regarding removal for violations with one recommended change.
- The HRLHRC Bylaws will be amended to make the recommended wording change related to the definition of a quorum.

### **HUMAN RIGHTS ADVOCATE REPORTS**

Chuck Collins provided the following information:

- He thanked Pleasant View for hosting the meeting and noted that Scott Bennett was appointed to the HRLHRC at the March SHRC meeting.
- Following discussion, he agreed to provide affiliate and member training on the human rights regulations on June 6, 2006 to be held at Pleasant View from 2:00 to 4:00 pm.
- Suggested that the committee wait on instructions from the state office regarding how to post committee minutes on the DMHMRSAS website.

Mark Seymour provided the following information:

- Briefly reviewed a program issue.

- Requested that Minnick Education Center staff provide a brief description of the program. They clarified the program will work with clients and families who have a substance abuse history, but that they do not provide direct substance abuse services. It was also clarified that the program may not be able to accommodate individuals with a notable criminal background. The program can serve up to 30 individuals.

Holly Albrite announced that Jeanne Tysinger will be recognized at the July meeting as her second term on the LHRC is ending.

#### **NEXT MEETING**

The next meeting is scheduled for **Monday, July 10, 2006 at 2:00 pm.** Judy Otto offered to host the meeting at the program location in Singers Glen with a cookout to follow. (NOTE: Meeting location changed to HRCSB, with invitation to go to Singers Glen following the meeting for the cookout).

There being no other business, the meeting was adjourned to tour the new Pleasant View day program building.

Respectfully submitted,

Jeanne Tysinger  
HRLHRC Secretary

Holly Albrite  
HRCSB Liaison/Recording Secretary