

## **MEETING MINUTES**

### **April 12, 2010**

**Members Present:** Dick Travis, Florence Ferguson, Page Shields

**Members Absent:** Sabrina Rozzell, Sandra Mongold

**Others Present:** Chuck Collins, (HR Advocate), Erin Clawson (Pleasant View, Inc), John Humphreys (Fair Haven Residential Services), Marcia DuBois (VAIL), Andrée Gitchell, Diane Babral and Natalie Rinaca (RMH), Mary Ellen Chewing (The Arc), Pamela Pittington and Crystal Kuslek (C.J. Designs), Christy Collins (CC & Associates), and Kathy Nelson (HRC SB). In addition, 2 RMH interns attended part of the meeting.

#### **CALL TO ORDER/MEMBERSHIP UPDATE**

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

Those in attendance made introductions.

#### **MINUTES**

A motion to approve the minutes from January 11, 2010 meeting as mailed was made by Page Shields and approved by the committee.

#### **ANNUAL PROGRAM PRESENTATIONS**

**Fair Haven Residential Services (FHRS):** John Humphreys provided the annual report. FHRS provides congregate residential support services to adult individuals with intellectual and other disabilities. FHRS is currently licensed by DBHDS to serve a total of 9 individuals. The program presently serves 7 individuals in two homes. FHRS' Human Rights training is provided to all individuals associated with FHRS prior to the independent implementation of services and yearly thereafter. In addition, a written test provided by Chuck Collins, HR Advocate, is administered to demonstrate knowledge and competency of regulations. There were no human rights issues in the past year.

**C.J. Designs:** Crystal Kuslek and Pamela Pittington provided the annual report. C.J Designs is currently licensed by DBHDS to provide residential services to a total of 12 individuals with developmental disabilities in two group home settings. Somerset Home is licensed for four individuals and Sunset Ridge is licensed for eight individuals. Program change noted for this year was the addition of a Program Coordinator position relieving the Administrator's position of these duties. Human Rights training consist of providing new employees a copy of the Human Rights Policy within the first 10 days of employment and training via a powerpoint presentation and a written competency test within the first 30 days of employment. All employees receive human rights training and a competency test on a yearly basis. Either Chuck Collins or the C.J. Designs' Administrator provides yearly training. Pamela Pittington reviewed six human rights issues reported to Chuck Collins this past year. All were resolved programmatically and without incidents.

**Program Policy and Procedure presentation by RMH:** Andrée Gitchell and Diane Babral presented RMH's Policy and Procedures that will be implemented at the time of their move to a new location on June 22, 2010. The name of their program will change to RMH Behavioral Health, effective June 22, 2010. Inpatient services will be located at 2010 Campus Drive Harrisonburg, VA 22801 and outpatient services will be located at 644 University Blvd, Harrisonburg, VA 22801. Affiliation with the HRLHRC will continue under the new name. The committee members unanimously approved the new Policy and Procedures.

### **ADVOCATE REPORT**

Chuck reported that CCA, the Commonwealth Center for Children and Adolescents, will not close and is scheduled to move back to their permanent location by the end of next week. As a result of the recent budget cuts, the children's program in Marion will be closed. CCA will see a reduction in staff and it is anticipated the number of children served by CCA will increase from 600 to 800 / year.

### **OTHER BUSINESS /AFFILIATE COMMENTS**

Natalie Rinaca of RMH briefly described RMH Behavioral Health's approach to providing consumers information on Advanced Directives.

Kathy Nelson of HRCSB reported CSB continues to move forward with the Crisis Stabilization Program.

### **NEXT MEETING**

**The next meeting is scheduled for Monday, June 14, 2010 at 2:00 pm. It will be held at Rockingham Memorial Hospital's new building located at 2010 Health Campus Drive Harrisonburg, VA 22801.**

There being no other business, the meeting was adjourned.

Respectfully submitted,

Sandra Mongold  
HRLHRC Secretary

Kathy Nelson  
HRCSB Liaison/Recording Secretary