

Harrisonburg-Rockingham Local Human Rights Committee

MEETING MINUTES

July 11, 2011

Members Present: Page Shield, Gayl Brunk, Cindy Ring

Others Present: Chuck Collins, (HR Advocate), Mary Ellen Chewning (The Arc), Crystal Kwolek and Mindy Lam (C.J. Designs), John Humphrey's (Fair Haven Residential Services), Christy Collins (CC & Associates), Kathy Nelson (HRCSB), Heather N. Corbin (Pleasant View, Inc.), Virginia Loung, William Quarles

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 April 11, 2011 meeting as mailed was made by Cindy Ring, seconded by Gayl Brunk and unanimously approved by the Committee.

ELECTION OF OFFICERS

Committee Members unanimously agreed to appoint Page Shields as Chair Person, Gayl Brunk as Vice-Chair Person and Cindy Ring as Secretary.

PUBLIC COMMENT

Chuck Collins informed Committee Members and Affiliates that the SHRC approved Cindy Ring's appointment to the HRLHC during their June meeting.

ANNUAL PROGRAM PRESENTATIONS

CC & Associates: Christy Collins provided the annual report. C.C. & Associates provides in home services and community based day support for adults in both the Mental Retardation and Developmentally Disabled Waivers. Services include Supervised Living and Supported Residential. The program currently serves 15 individuals in the Harrisonburg/Rockingham County area and 10 individuals in the Staunton/Augusta County area. Human Rights training takes place upon hire and at least once per year. Competency of human rights is substantiated with a written test. No management or program changes reported for the past year. Seven informal Human Rights' issues, five of which were peer-to-peer incidents, one formal Human Rights issue and 22 medication errors were reviewed.

C.J. Designs: Crystal Kwolek 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. C.J Designs is currently providing services to 11 individuals. No program changes noted for this year. New staffs receive Human Rights training within 15 days of hire via a PowerPoint presentation. A test is administered to ensure competency. C.J. Designs' Administrator or

Chuck Collins, Regional Advocate, train staffs yearly. Additional training is provided as needed following a Human Rights allegation/complaint. Three formal Human Rights issues and one medication error reported for the year and reviewed.

Harrisonburg-Rockingham CSB (HRCSB): Kathy Nelson provided the report. HRCSB provides an array of services to adults and children with mental health, intellectual disability, and/or substance use concerns. The agency currently has an active caseload of approximately 2000 cases. A program addition reported with the addition of Arbor House, a residential crisis stabilization program licensed by DBHDS to serve up to 7 individuals at a time. Individuals who meet criteria for admission receive the support and psychiatric treatment required to avert hospitalization and return to their community. HRCSB provides Human Rights training to all new staff and student interns via a Human Rights PowerPoint presentation and quiz, additional information is provided at a group orientation session within the first month of employment. All staff meets the annual training requirement by attending an in-service or by reviewing the Human Rights PowerPoint training and completing a competency test. The Regional Advocate, Chuck Collins, presented this year's in-service training. Five Human Rights issues from the past year were reviewed, three of which were formal, the remaining two 2 informal.

ADVOCATE REPORT

Chuck Collins fielded questions regarding the new LHRC By-Laws and Affiliate Provider Cooperative Agreements. Quarterly Reports will be sent to the HRLHRC Liaison quarterly beginning September 2011 to be distributed to the Committee Members prior to scheduled meetings. Annual Reports are due January of each year. Presentation of Annual Reports will remain on the present schedule with up to 2 presentations per meeting. Chuck Collins will have his secretary provide the Affiliates with the quarterly and annual reporting forms.

OTHER BUSINESS /AFFILIATE COMMENTS

Christy Collins requested approval from the Committee to consolidate Affiliation for all CC & Associates services to the HR LHRC. Presently they have an affiliation with two LHRCs for their programs provided in the Harrisonburg/Rockingham County and the Staunton/ Augusta County. The HR LHRC Committee Members unanimously agreed to the request. A letter to this effect will be draw up and sent to CC & Associate.

NEXT MEETING

The next meeting is scheduled for Monday, October 17, 2011 at 2:00 pm. The meeting will be held in the Lucy F. Simms Board Conference Room. The Lucy F. Simms Building is located at 620 Simms Avenue Harrisonburg, VA 22802

EXECUTIVE SESSION

The Committee went into Executive Session under section 2.2-3711(A) subparagraph 1, of the Virginia Code, for a Personnel Action.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Cindy Ring
HRLHRC Secretary

Kathy Nelson
HRCSB Liaison/Recording Secretary