

**HENRICO LOCAL HUMAN RIGHTS COMMITTEE MINUTES**

DATE: April 1, 2008

MEETING TIME: 6:30 p.m.

MEETING PLACE: Maxwell's Place, 6025 Staples Mill Road, Richmond, Virginia 23228

RECORDING: Gloria Watford

PRESIDING: Heleen Anderson-Grant

MEMBERS PRESENT: **Gloria G. Watford, Heleen Anderson-Grant, Edward McIntosh**

MEMBERS ABSENT:

OTHERS PRESENT: **Michael Curseen, Human Rights Advocate; M. Ansley Perkins, Human Rights Advocate**

AFFILIATES PRESENT: **Heidi Jeppesen, Attachment & Trauma Institute; Jonnette Hayes, Aunt Ann's Home for Adolescents; Audra Ruffin, Clarr Vission Support Services; Maureen Mayer, Braley & Thompson, Inc.; Keith Cornfield, Clinical Alternatives; Jennifer Boyden, Community-Based Services; Brendan Hayes, Family Counseling Center for Recovery; Anita Wiles, Family Focus; Tery Barnes, Heart Havens; Judith Beitzel, Henrico Area Mental Health & Retardation Services; Gerry O'Neill, Institute for Family Centered Services; Lisa Reid, Intercept Youth Services; Edward Gehard, Seton House; Taneika Goldman, Lutheran Family Services, Inc.; Pamela Hagues, Paul Flowers, Chantay Jordan, NDUTIME Youth and Family Services, Inc.; Lillian J. Mitchell, Margaret A. Nock, LONCHMNS; Dana Carter, The Center for Child and Family Services; Pat Tiernan; Tree of Life**

AFFILIATES ABSENT: **Family Life Services (excused); Hartwood Foundation; St Mary's Behavioral Health**

CHAIRPERSON SIGNATURE:

SECRETARY SIGNATURE:

<u>Topic/Agenda</u>	<u>Report/Discussion</u>	<u>Recommendation/Action</u>	<u>Follow-Up</u>
<u>Call to order:</u>	The meeting was called to order by Chairperson, Heleen Anderson-Grant at 6:40 PM		
<b><u>Old Business:</u></b>			
Approval of Minutes	February 5, 2008, minutes incorrectly spells Helen Anderson-Grant as calling the meeting to order	The HLHRC approved a motion to correct the February 5, 2008 minutes to correct the spelling (Heleen) of the Chairperson's first name.	None
Public Comment;	There was no public comment		
HLHRC Request for Follow-up RE: Intercept Youth	Provider was unavailable to present this report	The HLHRC deferred this agenda item to June 3, 2008	The HLHRC will continue to receive the recommended

Services, Inc			bi-monthly updates from Intercept as a standing agenda item.
HLHRC Follow-up RE: Refusal by Henrico CSB to Provide Requested Follow-up Actions Taken Following Substantiated Human Rights Complaints and/or Related Findings	Ms. Heleen Anderson-Grant, Chair again questioned the reluctance of Henrico CSB to address follow-up action taken regarding substantiated human rights complaints following the provider's refusal to comply with a similar request at the February 5, 2008 HLHRC meeting. Ms. Judith Beitzel continues to maintain that on the advice of their attorney, the requested information is considered confidential and should not be reported. The HLHRC restated its position that according to the Rules & Regulations, the committee has a right and a responsibility to access the requested follow-up information and maintains that the requested information contains no client or staff identifying information of a confidential nature.	The HLHRC approved a motion to suspend the affiliation of the Henrico CSB effective immediately. The HLHRC agreed to notify the CSB in writing regarding the effective date of the suspension and include criteria needed to be met for reinstatement of affiliation.	
<b><u>New Business:</u></b>			
Request for Affiliation (Program Expansion) of Intercept Youth Services's Intensive In-home and Community Program	Ms. Lisa Reid presented a brief overview of services provided and presented the request for affiliation of the provider's Intensive In-home and Community Program to the HLHRC.	The HLHRC approved a motion to accept the affiliation of Intercept Youth Services's Intensive In-home and Community Program	None
Request for Affiliation (Program Expansion) of Maxwell's Place, LLC – Out Patient Counseling Services	Ms. Lillian Mitchell presented a brief overview of services provided and presented the request for affiliation of the	The HLHRC approved a motion to accept the affiliation of Maxwell's Place, LLC – Out Patient Counseling Services.	None

	provider's – Out Patient Counseling Services		
Request to Terminate Affiliation of Compass Youth Services/Attachment & Trauma Institute; Request to Affiliate Under the New Name titled Attachment & Trauma Institute	According to this provider, the Attachment & Trauma Institute has terminated its association with Compass Youth Services is now an independent entity that will continue to offer the same program services	The HLHRC approved a motion to accept the affiliation of the Attachment & Trauma Institute as an independent entity pending verification by the Office of Licensing of their approval of the changes described.	None
Review of Provider Attendance Data:	18 of 21 providers attended	None	None
Review of Bi-monthly Reports Received January/February 2008	21 of 21 Bi-monthly Reports received for January/February 2008.	None	None
Review/Update of <b>overdue</b> Bi-monthly Reports Received January/February 2008	All Bi-monthly reports were received.	None	None
HLHRC Expenditure Update:	Due to the unavailability of Ms. Charlene Fox, Fiscal Support staff to the HLHRC, the April 2008 expenditure report was not available. Mr. Curseen shared that affiliation fees should be sent to Family Life Services at 1248 Concord Avenue in care of Ms. Charlene Fox	The HLHRC deferred discussion concerning this agenda item.	The HLHRC will plan to receive an update of its expenditures, affiliation fees received and new balance at the June 3, 2008 HLHRC meeting.
State Office of Human Rights Updates:-Regional Human Rights Consultant	Mr. Curseen reminded providers and HLHRC members that their human rights policies & procedures were required to reflect the revisions made to the Rules & Regulations by March 1, 2008. Mr. Curseen stated that any provider who had not submitted their revised policies & procedures to		None

	<p>the Office of Human Rights by April 1, 2008 would be reported to the Office of Licensing.</p> <p>Mr. Curseen conducted inservice training on the Complaint Reporting Process as referenced in the revised Rules and Regulations and entertained questions from providers.</p> <p>Mr. Curseen also repeated his previous request for all providers to actively solicit candidates to serve on the HLHRC and emphasized that this is necessary to ensure that the HLHRC continues to function so that providers can continue to be in compliance with their licensing requirement.</p>		
Adjournment:	The meeting adjourned at 9:30 PM		