

**HENRICO LOCAL HUMAN RIGHTS COMMITTEE MINUTES**

DATE: **June 3, 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; Aljanon C. Wills, Visitor Judith Beitzel, Michael O'Connor, (Henrico Area Mental Health & Retardation Services)**

AFFILIATES PRESENT: **Chris Ruhlan, Dawn Wadiak Attachment & Trauma Institute; Erica Garris, Aunt Ann's Home for Adolescents; Maureen Mayer, Braley & Thompson, Inc.; Audra Ruffin, Clearr Vission Support Services; Wanda W. Hill, Clinical Alternatives; Barbara Burke, The Family Counseling Center for Recovery; Anita Wiles, Family Focus; Lolita Jones, Chaelene Fox, Family Life Services; Terry Barnes, Heart Havens; Sandra Simon, Morgan Cooper-Walker, Hartwood Foundation; Lisa Reid, Tyeasha Williams-Powell, Intercept Youth Services; Lillian J. Mitchell, Margaret A. Nock, Wilma C. Mullins, LONCHMNS; Edward Gehard, ; Taneika Goldman, Lutheran Family Services, Inc.; Seton House; Pamela Hagues, Paul Flowers, Julian Scott, Chantay Jordan, NDUTIME Youth and Family Services, Inc.; ; Isaac Abraham, St Mary's Behavioral Health; Jennifer Boyden - Barrett, Support One; Dana Carter, The Center for Child and Family Services;**

AFFILIATES ABSENT: **; ; Institute for Family Centered Services; Tree of Life**

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 6:45 PM		
<b><u>Old Business:</u></b>			
Approval of Minutes	April 1, 2008, minutes were approved.		None
Public Comment:	There was no public comment		
HLHRC Request for Follow-up RE: Intercept Youth Services, Inc	The provider reported a decrease in the total # of AWOLS this quarter (3) as opposed to the previous quarter (8).	The HLHRC approved a motion to accept Intercept youth Services, Inc. report	The HLHRC will continue to receive the recommended bi-monthly updates from Intercept as a standing agenda

			item.
Request for Reinstatement of Affiliation by Henrico CSB to the HLHRC.	Mr. Michael O'Connor, Executive Director, Henrico CSB presented a written request dated June 3, 2008 for reinstatement of its affiliation with the HLHRC.	The HLHRC received the request and approved a motion to provide a written response within 7- 10 business days.	The request for reinstatement will be addressed at the August 5, 2008
<b><u>New Business:</u></b>			
Request for Affiliation (Program Expansion) of Clearr Vission Support Services, LLC	Mr. Derwin Hickman presented a brief overview of services provided and presented the request for affiliation of the provider's residential program to the HLHRC.	The HLHRC approved a motion to accept the affiliation (program expansion) of Clearr Vission Support Services residential program.	None
Request for Affiliation (Program Expansion) of Intercept Youth Services, Inc. residential program.	Ms. Tyeasha Williams-Powell presented the request for affiliation of the Fountain House residential program. This is the 18 <sup>th</sup> residential program for Intercept Youth Services, Inc.	The HLHRC approved a motion to accept the affiliation (program expansion) of Intercept Youth Services, Inc. Fountain House residential program.	None
Review of Provider Attendance Data:	17 of 20 providers attended	None	None
Review of Bi-monthly Reports Received March/April 2008	18 of 20 Bi-monthly Reports received for March/April 2008.	Missing reports from Support One (formerly Community Based Services); Family Life Services	None
Affiliation Fees and Invoices for 2008	Ms. Charlene Fox, Managing Partner of Family Life Services and staff support to the HLHRC reported that 11 of 21 affiliates have remitted affiliation fees as of June 3, 2008. Mr. Curseen reminded providers that the affiliation fes were due on January 15, 2008 and that failure to remit the fees could result in suspension of affiliation.	Ms. Fox presented a list of providers who have remitted fees to the HLHRC as of this date.	The Committee will consider action against any provider who has not remitted affiliation fees at the August 5, 2008 HLHRC meeting
HLHRC Expenditure Update:	Ms. Charlene Fox, Managing Partner of	None	The HLHRC will plan to receive an

	<p>Family Life Services and staff support to the HLHRC reported a beginning balance of \$2,034.54 and an ending balance of \$1,858.59</p>		<p>update of its expenditures, affiliation fees received and new balance at the August 5, 2008 HLHRC meeting.</p>
<p>State Office of Human Rights Updates:-Regional Human Rights Consultant</p>	<p>Mr. Curseen reminded providers that all human rights policies and procedures should have been revised to comply with the revisions to the Rules and Regulations and submitted to the Office of Human Rights. Mr. Curseen shared that any provider failing to comply with this requirement may be subject to suspension of affiliation.</p> <p>Mr. Curseen conducted inservice training on the Community Abuse/ Neglect Reporting Form and distributed copies to providers. Mr. Curseen shared that this form should be submitted to the Office of Human Rights when first reporting an abuse allegation. Providers have 10 business days to complete the investigation after the initial report and may request an extension of this time frame if requested prior to the end of the 6<sup>th</sup> business day.</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</p>		<p>None</p>

	to be in compliance with their licensing requirement.		
HLHRC Membership Application	The HLHRC entertained a motion to go into executive session pursuant to § 2.2-3711 of the VA Code for the protection of privacy of individuals and their records in personal matters not related to public business for the purpose of interviewing Mr. Aljanon C. Wills for membership with the HLHRC.	The Committee forwarded its recommendation via Mr. Curseen to the State Human Rights Committee for review and action.	None
Adjournment:	The regular meeting adjourned at 8:38 PM		