

HENRICO LOCAL HUMAN RIGHTS COMMITTEE MINUTES

DATE: **December 2, 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, Aljanon C. Wills**

MEMBERS ABSENT:

OTHERS PRESENT: **Michael Curseen, Human Rights Advocate; Laura Buracher, Visitor**

AFFILIATES PRESENT: **Dawn Wadiak, Attachment & Trauma Institute; Jonnette M. Hayes, Aunt Ann's Home for Adolescents; Audra Ruffin, Lisa Adkins, Courtney _____, Clearr Vission Support, Chuck Adcock, The Family Counseling Center for Recovery; Marie Bristow, Family Focus; Lolita Jones, Charlene Fox, Family Life Services; Dorothy Miller, Jennifer Boyden-Barrett, Heart Havens; Sandra Simon, Hartwood Foundation; Judith Beitzel, Henrico CSB; Gerry O'Neill, Institute for Family Centered Services; Brian Chizuk, Intercept Youth Services; Lillian J. Mitchell, Wilma C. Mullins, LONCHMNS; Taneika Goldman, Lutheran Family Services, Inc.; Pamela Hagues, Shaleta Epps, Shawmika Talley, Chantay Jordan, NDUTIME Youth and Family Services, Inc.; Edward Gehard, Seton House; Diane McClure, Support One; Liz Garrison, The Center for Child and Family Services; Barb Kellogg, Tree of Life;**

AFFILIATES ABSENT: **Braley & Thompson, Inc.; Clinical Alternatives; 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 6:45 PM		
<u>Old Business:</u>			
Approval of Minutes	October 7, 2008 minutes were approved with corrections.	Correction: Barb Kellogg, present a brief review of services offered by Tree of Life	Minutes approved with corrections.
Public Comment:	Jennifer Boyden-Barrett suggested using a portion of the affiliation fees to fund training for the affiliates on how to conduct an investigation.		

<p>HLHRC Request for Follow-up RE: Implementation of Comprehensive Corrective Action Plan dated February 5, 2008 and Status (Increase/Decrease) of AWOLS Occuring at Intercept Youth Services, Inc</p>	<p>The provider gave a verbal report of AWOLS for this quarter and reported having only 5 incidences of AWOL. Intercept continues to study this issue to determine the best course of action to pursue.</p>	<p>The HLHRC approved a motion to request Intercept Youth Services, Inc. continue to provide <u>written reports of updates concerning the Status of AWOLS.</u></p>	<p>The HLHRC will continue to receive the recommended written bi-monthly updates from Intercept as a standing agenda item.</p>
<p>HLHRC Follow-up: Tree of Life – Clarification of follow-up action taken concerning allegation of neglect for incident dated August 3, 2008</p>	<p>Barb Kellogg provided documentation stating that the LST involved was disciplined and told that as a senior staff, he should have asked for advice on client coverage and contacted the medical director or management staff following the incident. A memo was sent to all staff regarding policy.</p>	<p>The HLHRC approved a motion accept the corrective actions.</p>	
<p>LHRC Follow-up Request: Brief Presentation /Review of Provider Services Offered</p>	<p>At the December 2, 2008 HLHRC meeting, a brief presentation /review of services offered. The following providers presented information concerning services offered: Olivia’s House/Maxwell’s Place; Attachment & Trauma Institute; Henrico Area Mental Health & Retardation; Lutheran Family Services</p>	<p>The HLHRC approved a motion to accept the provider’s presentation of services offered at the December 2, 2008 HLHRC meeting.</p>	<p>The Committee will continue to receive brief presentation /review of provider services offered at the February 3, 2009 HLHRC meeting.</p>
<p>Review of Provider Attendance Data:</p>	<p>18 of 21 providers attended</p>		<p>None</p>
<p>Bi-Monthly Reports</p>	<p>The following providers reported no complaints: Attachment & Trauma Institute; Braley & Thompson Clinical Alternatives; Family Focus; Family Life Services; Hartwood Foundation; Heart Havens; Henrico Area MH & MR Services ; Institute for Family Centered Services; Family Counseling Ctr</p>	<p>Intercept Youth Svs. Reported 5 AWOLS, 2 restraints, 2 self injuries and one neglect.</p> <p>Seton House reported an anonymous complaint of neglect form licensing regarding insufficient food and clothing on hand as well as a lack of community involvement woth clients.</p> <p>St Mary’s reported 3 dignity complaints, one restriction</p>	

	for Recovery; Olivia's House; Lutheran Family Services; Support One; The Ctr. For Child & Family Svs.; Tree of Life	<p>complaint and one evaluation and treatment complaint.</p> <p>NDUTIME reported four AWOLS, two restraints and one inappropriate staff behavior.</p> <p>Clearr Vission reported one abuse allegation and one AWOL.</p> <p>Tree of Life reported an allegation of neglect.</p> <p>Aunt Ann's Home for Adolescents reported on complaint from July/August 2008</p>	
Review of Bi-monthly Reports Received October/November 2008	20 of 21 Bi-monthly Reports received for August/September 2008.	Missing Reports: Braley & Thompson	
Request for Reassignment of affiliation	Ms. Diane McClure of Advanced Services for Kids requested that the HLHRC consider allowing Support One to affiliate with the HLHRC since she serves as the executive director for both programs.	Prior to the committee reaching a decision, Ms. McClure withdrew her request. The committee took no action as a result.	
Affiliation Fees and Invoices for 2008	Ms. Charlene Fox, financial support staff for the HLHRC provided invoices to all providers for the 2009 affiliation fees which are due by January 15, 2009		The HLHRC will receive an update of affiliation fees and invoices for 2008/2009 at the December 2, 2008 HLHRC meeting.
HLHRC Expenditure Update:	Ms. Charlene Fox, financial support staff for the HLHRC reported the committee's balance as \$2,314.35. This balance does not include the expenditures for the December 2, 2008 HLHRC meeting.		The HLHRC will receive an update of affiliation fees and invoices for 2009 at the February 3, 2009 HLHRC meeting.
State Office of Human Rights	Mr. Curseen conducted inservice training on the		None

Updates:-Regional Human Rights Consultant	purpose and role of the LHRC		
Adjournment:	The regular meeting adjourned at 8:40 PM		