

LOCAL HUMAN RIGHTS COMMITTEE MEETING

MEETING MINUTES

DATE: August 8, 2006 TIME: 3:00 P.M. MEETING PLACE: HWDMC Conference Room

RECORDING: Nancy N. Lewis, RHIT PRESIDING: Audrey M. Hester, Chairperson

APPROVED

Members Present: Olson, Holvar E., Martin, Eddie, Hester, Audrey M.

Member Absent: Roberts, Joyce M.

Others Present: Cunningham, Tonya, Human Rights Advocate, Bowser, James O, Jr. Regional Advocate, Garnes, Beverly, SVTC Human Rights Advocate
Coleman, Brenda, VOPA Representative, Rosenquist, David, HWDMC Director, Fereday, David, HWDMC Risk Manager/Safety Director
Patterson, James L., Jr., HWDMC Medical Director and Walsh, Margaret, State Human Rights Director

CHAIRMAN'S SIGNATURE: _____

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP
I. Call to order	Audrey Hester, Chairperson, called the meeting to order.		
Introduction of Guests	Attendees at the meeting went around the room and introduced themselves.		
II. Public Comment	No public comments were made.		
III. Approval of Minutes	Minutes of the January 19, 2006 meeting were approved as written. There was no quorum for the April 20, 2006 meeting, but minutes of informational discussion and material provided to those present were transcribed and approved.		
IV. Review and Approval			
A) Report of Abuse/Neglect	“A motion was made and passed that the Local Human Rights Committee go into Executive session pursuant to Virginia Code § 2.1-3444 (A) Paragraph 15 for the protection of the privacy of individuals and their records in personal matters not related to public business”. Six Abuse/Neglect cases were presented by the Facility		

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP
James O. Bowser, Jr., Regional Advocate	<p>the three Local Human Rights Committees in Region IV and a listing of Community Programs and a list of Affiliates in each program in Region IV. The DMHMRSAS is looking for new LHRC members for Community Programs. It was noted that the role of the facility and the Community Programs is exactly the same; the same set of regulations apply to both. A request was made that the HWDMC LHRC considers allowing a Community Service Board to affiliate with the Hiram W. Davis Medical Center LHRC. The affiliates are not necessarily a Community Service Board, but may be a Group Home or a Day Support Program. All of the identified Community Programs in the State have to be affiliated with a Local Human Rights Committee. A number of 28 affiliates were identified and each one has to have an affiliated facility in order do business. Ms. Walsh stated that it makes a “seamless system” when there is an affiliation between a facility and a community program.</p> <p>It was noted that if the HWDMC LHRC decides to have an affiliate the Committee may have to consider meeting more than quarterly.</p>		
VI. Local Human Rights Committee Business			
Bylaws Revisions	<p>A letter from Joyce E. Bozeman, Ph.D., Chair of the State Human Rights Committee giving new guidelines for the Bylaws dated February 2, 2006, was provided to Committee Members.</p> <p>A copy of the HWDMC LHRC updated Bylaws was also provided to each Committee Member with new language added for the review and approval of the committee.</p>		
Vacancies	<p>Ms. Cunningham reported that the composition of the committee is incomplete at this time. However, two applications have been received for review and approval by the committee that would complete the make up of the LHRC.</p>		
Freedom of Information Act	<p>A copy of a Summary of Selected Freedom of Information Act (FOIA) Provisions for the State Human Rights Committee dated October 21, 2005 was provided to all Committee</p>		

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP
<p>VII. Report of the Facility Director</p> <p>VIII. Advocate Report/Update</p> <p>Next Meeting: Thursday, October 19, 2006 at 2:00 P.M. in the HWDMC Conference Room.</p>	<p>Members. Provisions of the FOIA require that:</p> <ul style="list-style-type: none"> • A notice of the date, time and location of LHRC meetings shall be posted at least three (3) working days prior to the meeting; there is an exception for special or emergency meetings. • At least one copy of all agenda packets and, unless exempt, all materials furnished to members of public body for a meeting shall be made available for public inspection at the same time such documents are furnished to the members. • LHRC Minutes requirements: <ul style="list-style-type: none"> ~ the date, time and location of the meeting ~ committee members recorded as present or absent ~ summary of the discussion on matters proposed, deliberated or decided, and a record of any votes taken ~ posting of draft minutes, 10 days following the LHRC meeting ~ posting of approved minutes, three day following the LHRC meeting <p>Mr. Rosenquist reported that he will report on the results of the Centers for Medicare/Medicaid Services annual survey at the October 2006 meeting.</p> <p>FOIA training was presented to the LHRC by Ms. Cunningham. Timeframes were presented regarding the posting of the meeting minutes to the HWDMC website and the DMHMRSAS website.</p>		

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP

TOPIC/AGENDA	REPORT/DISCUSSION	RECOMMENDATION/ACTION	FOLLOW UP