

Quarterly – HPR-V Local Human Rights Committee Meeting Minutes
Monday, January 22nd, 2007
Norfolk Community Services Board
248 West Bute Street
Norfolk, Virginia

Committee Members Present

D'Linda Swanston, Chair
Linda Ritter
Thynesis Ricks
Samuel Yancey
Laverne Townes

Others Present

Reginald Daye, Office of Human Rights
Gianna Mitchell, Office of Human Rights
John Barrett, Fidura & Associates
Kathleen Hoope, Associates at York
Sheila Trapp, Sandi Lee, Norfolk Community Services Board
Dorothy Crusae, Community Alternatives Inc.
Cecilia Davis, Heart Havens Inc.
Chip Dodd, Support Services of Virginia
Tim Heiler, Tidewater Regional Group Home
Lisa Lucas-Burke, Lucas Lodge
Mae Eng, Hope House Foundation
Dana Gray, Virginia Beach Dept. of Human Services
Lankford Blair, Portsmouth Behavioral Health Services
William Park, Portsmouth Behavioral Health Services
Gracie Taylor, Portsmouth Behavioral Health Services
Melissa Mason, Chesapeake Community Services Board
Christine Bradshaw-Earl, Chesapeake Community Services Board

Call to Order – Mrs. Swanston called the meeting to order at 1:15pm.

Minutes – The October 16th, 2006 minutes were approved with the following corrections

- John Barrett noted that under the “Support Committee Report” section Fidura was noted to have reported 3 incidents, however, the oral & written report submitted at the meeting was actually 2 incidents.
- Reginald Daye noted that under the “Topics Requiring Action” section it should read that “Hope House was granted permanent affiliation for the *Speedy Avenue residence*.”

Treasurer's Report – Melissa Mason reported a fund balance of \$5,466.06. She reminded members to contact her for travel reimbursement sheets for their mileage to and from the meeting.

Support Committee Reports – D'Linda Swanston raised concern over support committee reports consisting merely of numbers of incidents (excluding descriptions). Reginald Daye noted that any discussion regarding specifics of support committee reports would have to be done in closed session. It was also noted that this method of reviewing provider incident reports would be more time consuming. The committee members discussed trying this new method of reporting and review at the next meeting. It was moved by Laverne Townes and seconded to move into closed session at the next meeting to review provider incident reports more thoroughly. Providers were advised to be prepared to present more information regarding the type of incident and a summary of their findings at the next meeting.

Support Committee Reports

AFILLIATE	INCIDENT REPORTED	SERIOUS INJURIES	DEATHS
Associates at York	0	0	0
Chesapeake Community Services Board	3	0	3
Community Alternative, Inc.	49	0	0
Eastern Shore Community Services Board	3	0	0
Fidura & Associates	0	0	0
Heart Haven	0	0	0
Hope House Foundation	6	5	0
Lucas Lodge	2	1	0
Norfolk Community Services Board	1	3	6
Portsmouth DBHS	2	0	0
Support Services of Virginia, Inc.	6	0	0
Tidewater Regional Group Home Commission	0	0	0
Virginia Beach DBH	5	10	8

Regional Advocate's Report – Reginald Daye

- Mr. Daye noted that the tentative date for the next human rights conference would be on September 7th, 2007. A welcoming reception has tentatively been planned for September 6th from 7-9pm. The location of the conference has not been confirmed as of yet, however the two possible locations have been narrowed down to Charlottesville or Richmond. Ideally, the proposed changes in the human rights regulations will be in effect by the time of the conference.
- The public hearings on the proposed changes in the human rights regulations are complete. Norfolk CSB hosted one of the hearings at which only two comments were heard. Other written comments have been submitted to the Office of Human Rights. Comments have been forwarded to the Attorney General's Office for review. Ideally the final draft of the regulations will be completed by Spring and ready for the Governor's review.
- Gianna Mitchell will be the new representative from the Human Rights Office providing support to the HPR-V LHRC.

Topics requiring Action

- The HPR-V Roster – Committee members reviewed the roster. Laverne Townes noted a change of address to 65123 Portsmouth Blvd.
- Timeliness of Agenda Items – D'Linda Swanston asked that agenda items and supporting documentation for review by committee members be mailed two to three weeks prior to the next quarterly meeting. Furthermore, support members are to contact both Reginald Daye's office to afford him an opportunity to review action items prior to the meeting and D'Linda Swanston to ensure inclusion of the item on the quarterly agenda.
- Reminder regarding agency program additions and/or changes - Reginald Daye reminded provider representatives that new agency programs must have approved human rights policies and procedures as well as an affiliation with a LHRC for Licensing purposes. Thus, new programs must submit a letter to the Office of Human Rights that states the program will be utilizing the agency's approved human rights policies & procedures. After which, Mr. Daye will send a letter to Licensing advising them that those requirements have been met. Furthermore, should a currently licensed program expand its program or change location the LHRC must be advised.
- Chesapeake CSB affiliation of the Crisis Stabilization program – Ms. Christine Bradshaw-Earl from the Chesapeake CSB presented information and answered questions regarding the CSB's new crisis stabilization program. The program is to serve 6-10 clients, providing in home services. Staff will include three clinicians and a psychiatrist available as needed. The program also hopes to have a peer support counselor as well. It was moved by Samuel Yancey and seconded that the Chesapeake CSB crisis stabilization program receive a 90 day temporary LHRC affiliation. The agency was asked to provide as status report on the program and Licensing request at the next LHRC meeting.
- Norfolk CSB Rules of Conduct for "Supported Residential" - Sheila Trapp, NCSB program supervisor, presented information on the supported residential program. Based on the information presented by NCSB staff the supported residential housing services were not subject to licensing, thus, the program was outside of the LHRC and Office of Human Rights jurisdiction.
- Norfolk CSB Rules of Conduct for Bridges to Freedom, Freedom Within, & Crisis Stabilization – it was noted that the changes to the rules of conduct recommended from the October 16th, 2006 meeting had been made. Thus, the rules of conduct were approved as amended.
- Portsmouth Behavioral Healthcare Services affiliation of Crisis Stabilization and Jail Diversion program – William Park and Lankford Blare from Portsmouth BHS presented information and answered questions regarding the agency's new crisis stabilization and jail diversion programs. The jail diversion program is a community based program that will have a drop off center. It was moved by Linda Ritter and seconded that the Portsmouth BHS crisis stabilization and jail diversion programs receive a 90 day temporary LHRC affiliation. The agency was asked to provide a status report on the program and Licensing request at the next LRHC meeting.

- Support Services of Virginia provided an update on currently affiliated sponsored residential services - Support Services noted that they would like to remove the following three sites from affiliation as they have closed: The Bungalow, Hope, and Faith. It was moved and seconded that the following homes; Caputo, Williams, Brennerman, Soto, Davis, Jones, and Goerke received a 90 day temporary LHRC affiliation. It was also noted that the Harmony residence had closed and relocated to Grace with an increase in capacity from two to three beds. Similarly, the Unity residence closed and relocated to Charmed with an increase in capacity from two to three beds . It was moved and seconded that the two locations' sum of two additional beds were approved and affiliated. The agency was asked to provide a status report on the program and Licensing changes/request at the next LRHC meeting.

Adjournment

The general meeting was adjourned at 3:45 p.m. It was moved and seconded to go into Executive Session per Virginia code 2.2-37188 in order to review items not privy to the public.

Respectfully submitted,

Melissa Mason, Substitute Support Secretary
HPRV Local Human Rights Committee