

**Quarterly – HPR-V Local Human Rights Committee Meeting Minutes  
Monday, July 17, 2006**

Norfolk Community Services Board  
248 West Bute Street  
Norfolk, Virginia

**Committee Members Present**

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

**Others Present**

Willie Barnes, Office of Human Rights  
Chesapeake CSB, Melissa Mason  
Community Alternatives Inc., Bobbie Hansel  
Eastern Shore CSB, Donna Kellam  
Eastern Shore CSB, Jayne Wilson, Support Secretary  
Fidura & Associates, John Barrett  
Heart Havens Inc., Patti White  
Hope House Foundation, Paula Traverse-Charlton  
Lucas Lodge, Kerri Fitzpatrick  
Norfolk Community Services Board, Sandi Lee  
Portsmouth BHS, Gracie Taylor  
Support Services of Virginia, Chip Dodd  
Tidewater Regional Group Home, Tim Heiler  
Virginia Beach Dept. of Human Services, Dana Gray

- I. **Call to Order** – Vice Chair Townes called the meeting to order at 1:11 p.m. The meeting was conducted by Ms. Swanston upon her arrival.
  
- II. **Minutes** – A quorum was present. The April 24, 2006 minutes were approved with corrections. Ms. Barnes noted that the corrected minutes must be e-mailed to the state within three business days of the meeting. She also indicated that the minutes of the current meeting must be posted within ten business days of the meeting. Ms. Swanston added that the Board members need to receive their Board packets at least ten days prior to meetings so that they have an opportunity to review them before the meeting.
  
- III. **Treasury Report** -Melissa Mason reported a fund balance of \$5,335.35 minus the expenditures for refreshments for the meeting. To date \$1,575.00 had been collected in yearly dues from affiliates.

#### IV. Support Committee Reports

AFILLIATE	INCIDENTS REPORTED	SERIOUS INJURIES	DEATHS
Associates at York	0	0	0
Chesapeake Community Services Board	5	2	4
Community Alternative, Inc.	53	2	0
Eastern Shore Community Services Board	0	0	0
Fidura & Associates	3	0	0
Heart Haven	0	0	0
Hope House Foundation	8	6	0
Lucas Lodge	3	0	2
Norfolk Community Services Board	1	5	4
Portsmouth DBHS	1	2	4
Support Services of Virginia, Inc.	2	0	0
Tidewater Regional Group Home Commission	0	0	0
Virginia Beach Department of Human Services	2	10	5

Ms. Gardner, from Associates of York, was unable to attend the meeting but did forward her incident report for review.

#### V. Regional Advocate's Report – Willie Barnes

Ms. Barnes presented and distributed the human rights newsletter "Human Writes". She said that any Board member wishing to submit articles or get information from the newsletter could check the website.

The HRC training will be conducted in the spring rather than in the fall, as previously scheduled. The new state regulations will then be available for study at the meeting, which will probably take place in April or May. Ms. Barnes did not know whether or not the new regulations are still in the governor's office but she did indicate that they are not ready for public comment at this time.

Ms. Barnes introduced Andrea Colman, a part-time child and adolescent care advocate who had attended the meeting.

A request was made by Ms. Barnes for Portsmouth BHS, Lucas Lodge, and Virginia Beach Department of Human Services to submit their updates on the yearly 2005 restraint report. Both Portsmouth and Virginia Beach associates indicated that they had already sent their reports and the associate from Lucas Lodge stated that she would check on the report.

VI. Topics requiring Action

Hope House requested a continuance on their temporary affiliation for their new program which is not yet in place. The committee approved this continuance.

VII. Next Meeting – October 16, 2006 @ 1:00 p.m. The dates of the meetings are to be posted in a common area for all to see: January 22, 2007 and April 16, 2007. The location is to be included with the posting of the meeting dates.

VIII. Adjournment

The general meeting was adjourned at 1: 55 p.m.

IX. Executive Session

Ms. Barnes requested that those parties involved in the executive session stay. It was noted that a procedural change had been made so that the support secretary would not stay for the executive session. Mrs. Kellam, of the Eastern Shore CSB, requested that if this were the case that the minutes from the executive session be promptly forwarded to the support secretary for transcription.

Ms. Barnes asked Dr. Hansen, from Community Alternatives, to stay to discuss her agenda from the previous executive session. Dr. Hansen noted that she had forwarded the proper information to the Human Rights office and that the changes had been approved some time ago so she would therefore not be presenting at the executive session.

The committee went into Executive Session at 2:01 p.m. See attached reports.

Respectively submitted,

Jayne Wilson – Support Secretary

Amendment to the minutes:

Per Reginald Daye, Regional Advocate from the Office of Human Rights, Mr. Carlton Hunt, a new LHRC member who was not present at the July 17, 2006 committee meeting, has resigned from the committee effective immediately. Anyone who has Mr. Hunt on a list to receive information should remove him from the list immediately.

