

**Quarterly – HPR-V Local Human Rights Committee Meeting Minutes
Monday, October 17, 2005**

Norfolk Community Services Board
248 West Bute Street
Norfolk, Virginia

Committee Members Present

Janis Dauer
D'Linda Swanston
Thynesis Ricks
Linda Ritter
Laverne Townes

Others Present

Virginia C. Goodell, Human Rights Advocate
Associate At York, Sharon Gardner
Chesapeake CSB, Melissa Mason
Community Alternatives Inc., Mary Crather
CAI, Doreen McGrotty, Support Secretary
Eastern Shore CSB, Donna Kellam

Eggleston Services, No one present

Fidura & Associates, John Barrett
Heart Havens Inc., Cecilia Davis
Hope House Foundation, Paula Traverse-Charlton
Lucas Lodge, Peggy Fleming, Kerri Ftizpatrick, L. Louise Lucas
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, Dee Keenan

I. Call to Order – Janis Dauer called the meeting to order at 1:03 p.m .

At this time the Chairperson also introduced two new members to the Board. Linda Ritter and Laverne Townes are the new members. Welcome to the Board and thank you.

II. Minutes – A quorum was present. The July 25, 2005 minutes were approved as written

III. Treasury Report -Melissa Mason make the treasurer report and said that all dues have been collected and to date there is \$3,900.24 in the fund. If the members have any travel expenses, ie. Mileage expenses, can be reimbursed as well as any training expenses. Melissa can fax a form to whom ever needs it. The treasurers report was approved by all.

IV. Support Committee Reports

| AFILLIATE DEATHS | INCIDENT REPORTED | SERIOUS INJURIES | |
|--|----------------------|---------------------|---|
| Associates at York | 0 | 0 | 0 |
| Chesapeake Community Services Board | 1 | 0 | 2 |
| Community Alternative, Inc. | 20 | 3 | 2 |
| Eastern Shore Community Services Board | 1 | 0 | |
| 0 | | | |
| Eggleston Services | | No Report / Absent | |
| Fidura & Associates | 1 | 0 | 0 |
| Heart Haven | 0 | 0 | 0 |
| Hope House Foundation | 4 | 2 | 0 |
| Lucas Lodge | 2 | 2 | 1 |
| Norfolk Community Services Board | 18 | 10 | 8 |
| Portsmouth DBHS | 3 | 0 | 0 |
| Support Services of Virginia, Inc. | 5 | 3 | 0 |
| Tidewater Regional Group Home Commission | 0 | 0 | 0 |
| Virginia Beach CSB | 17 | 9 | 8 |

Virginia Goodell, Human Rights Advocate brought up to the Board that Eggleston Services has not been at the last two/three meetings and has not notified anyone that they would not be attending. The committee has the ability to remove them as an affiliate. The committee can drop them from a permanent affiliation to a temporary affiliation or they can do nothing at all. Sandi Lee received a call from Eggleston and they said they were moving affiliation to NPN and advised Mr. Wilbur that he should call Janis Dauer and Reginald Daye of this change. A vote was taken to change Eggleston's affiliation to temporary. A motion was made by L. Ritter and seconded by T. Ricks. Approval was made by all members in attendance.

V. Regional Advocate's Report – Reginald Daye

- Virginia Goodell reported that Reginald Days that the SHRC approved the By-Laws on September 9, 2005. The committee appointed Ms. Ritter's 1st Term from 09-09-05 to 06-30-08. They approved Ms. Townes 1st Term from 09-09-05 to 06-30-08. Mr. Dayes recommendations regarding the consideration for reporting deaths and serious injuries are that if there is a death in a case managed client, an in-home client, a client lives in their own home, there is no need to report a death if it was unrelated to services being received

we would not need to report that, unless it happens immediately after or before the next session, then that could serve to shed some light on the circumstances of the session. If you have any questions or need clarification on these, please call Reginald Dayes office and speak with him or his assistant Kathryn who takes care of channeling various licensing items to where they need to go. Either way you will be better off calling their office for clarification if you run into a problem .

VI. Topics requiring Action

– **Hope House Foundation Day Support Service & Sponsored Residential Program** will be reviewed at the next meeting. This will be added to the agenda. Programs were to be reviewed at 3 months and 6 months.

- **Norfolk CSB adding location to its current Mental Health Residential Services (MHRS) Supportive Living Services Program.** These are existing clients that are in our services already. Our own staff, already in existence, are the support persons. We are going from 36 to 46 beds at a new location down the street. The same policies and procedures that are already in place will exist in this location. They are looking at the 36 bed (Guy Avenue) as a more permanent location where the new 10 bed (Moultrie Avenue) would be more of a transitional location. It was voted that the Board give temporary affiliation to this new site until license is attained. The committee will be reviewed at the next meeting on January 23rd, 2006.

VII. Next Meeting –January 23rd, 2006 @ 1:00 p.m.

VIII. Executive Session

Went into Executive Session at 1:55 p.m.

IX. Adjournment

The general meeting was adjourned at 1:50 p.m.

Respectively submitted,

Doreen McGrotty – Support Secretary