

**Draft Minutes  
James City Regional LHRC  
June 19, 2009**

**Members Present:** Cheryl A. Hilsman Chair, Shenita Brown Vice Chair, Audra R. Weaver Secretary

**Others Present:** Reginald T. Daye, Regional Advocate, Region V, Brian D. Whitley, Human Rights Advocate, Ayanna Mitchell and Daral J. Wright, Miracrles Behavior Health Center, Marsha G. Simpkins and Sheila Stamps Peaceful Surroundings LLC, Aljanon C. Willis and Georgina L. Simmons, Milestone Counseling Services, LLC, Rose Elam and Nate Griffin, The Elam House, Tijuana Gholson, Fam Mat.

**Call to Order:** The Meeting was called to order by Cheryl A. Hilsman, Chair at 9:03am. The meeting took place at Fam Mat 813 Forrest Drive, Suite C Newport News VA 23606

**Adoption of Agenda:** A motion was made, seconded and approved to adopt the agenda.

**Approval of minutes:** A motion was made to approve the minutes, seconded and approved. The minutes from May 6, 2009 were approved.

**Public comments:** None

**Old Business:** Mr. Daye informed everyone that Jeannette Ralph was appointed by the SHRC to become a member of the James City Regional LHRC for a term of three years beginning July 1, 2009 ending June 30, 2012. The committee's bylaws were also approved on June 6, 2009. The committee is now able to accept affiliations from providers. Mr. Daye explained the importance of having a full committee and the role of the providers in filling vacant slots.

**New Business:** Mr. Daye explained the Affiliation Agreement to providers. Mr. Daye also explained required reporting to the providers. The Committee then heard the request for affiliations from the providers.

1. A motion was made, seconded and there was a unanimous vote to grant Fam Mat a 90 day temporary affiliation. Behavior Management Policy and Procedures and rules of conduct will be reviewed at the next meeting.
2. A motion was made, seconded and there was a unanimous vote to grant Miracles Behavioral Health a 90 day temporary affiliation contingent upon the committee and the Office of Human Rights receiving a local operating address within this region. The Behavior Management Policy and Procedures were accepted with modifications. Miracles Behavioral Health will need to submit program rules and the rewards system to the committee and the Office of Human Rights prior to the next meeting.
3. A motion was made, seconded and there was a unanimous vote to grant Peaceful Surroundings Group Home 90 day temporary affiliation. The Behavior Management Policies and Procedures and The Rules of Conduct were both approved.
4. A motion was made, seconded and there was unanimous vote to grant Milestone Counseling Services- Mental Health and Out Patient Support Services was granted a 90 day temporary affiliation. The Rules of Conduct were approved. The Behavior Management Policies and Procedures will be reviewed at the next meeting.
5. A motion was made, seconded and there was a unanimous vote to grant The Power line community Development- Elam House Group Home a 90 day temporary affiliation. The Behavior Management Policies and Procedures were approved with corrections. The program will submit the level system to the committee and the Office of Human Rights prior to the next meeting. The Rules of Conduct will also be reviewed at the next meeting.

**Other Business:**

1. Each program affiliate will assign a LHRC Support Secretary. The Support Secretary will be rotated by alphabetical order of program names for one year. Lesha Neal of The Elam House will act as Support Secretary from June 19, 2009 until June 30, 2009.
2. Ms. Tijuana Gholson of Fam Mat will serve as the Treasurer.

Ayanna Mitchell of Miracles Behavior Health Center will serve as the Assistant Treasure.

3. The James City Regional LHRC was trained on the Assurance Of Rights 12 VAC 35-115-40 and Dignity 12 VAC 35-115-50. by Brian D. Whitley Human Rights Advocate. Mr. Whitley will continue to train the LHRC on Rights.

**Next Meeting:**           **September 18, 2009 at 9:00 am at Fam Mat Services 813 Forrest Drive Suite C Newport News VA. 23606.**

**Adjourned:**           The meeting was adjourned by Cheryl A. Hilsman at 12:15 pm.

Typed by James City Regional LHRC Support Secretary \_\_\_\_\_

James City Regional LHRC Chair \_\_\_\_\_

Cheryl A. Hilsman