

Draft Minutes
James City Regional LHRC
September 18, 2009

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

Others Present: Reginald T. Day, Regional Advocate, Region V, Brian D. Whitley, Human Rights Advocate, Ayanna Mitchell, Miracles Behavior Health Center, Georgina L. Simmons, Milestone Counseling Services, Rose Elam, Gail Gay and Lesha Neal of Elam House and Tijuana Gholson of Fam Matters.

Call to Order: The meeting was called to order by Cheryl A. Hilsman, Chair at 9:10 a.m. The meeting took place at Family Matters 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 June 19, 2009 were approved.

Public Comments: None

Old Business: Financial Report from Treasurer, Tijuana Gholson of Fam Matters who stated contact was made with BB&T Bank regarding setting up an account for the LHRC. The bank informed them that they needed to apply for a Tax ID# this was being done today and provide Articles or by-laws. As soon as the account is set up, members will be able to pay their association dues. The account will be opened in the name of James City Provider Association and the fees would be three Hundred dollars.

New Business: Mr. Daye explained the Affiliation Agreement to providers. The Committee then heard the request for affiliations from providers Along with modifications requested from the prior meeting. Mr. Daye also reminded providers to request continued affiliation With the LHRC.

Page Two
Draft Minutes
James River Regional LHRC
September 18, 2008

1. A motion was made, seconded and there was a unanimous vote To grant Family Mat a continued affiliation. Behavior Management Policy and Procedure and Rules of conduct were accepted and approved.
2. A motion was made, seconded and there was a unanimous vote to grant Miracles Behavioral Health continued affiliation. Program rules and reward system were submitted and approved.
3. A motion was made, seconded and there was a unanimous vote to grant Milestone Counseling Services continued affiliation. Revised behavioral and rules of conduct were accepted and approved.
4. A motion was made, seconded and there was a unanimous vote to grant Elam House continued affiliation. Behavioral Management Policy and Rules of Conduct were reviewed by the Committee. Elam House is to provide Point System grid sheets for each level of their point system with revisions to the levels system along with a restitution policy. Elam House was also to revise the line in the program manual regarding the use of phone by residents based on a parental consent.

Other Business:

1. Mr. Daye explained the Human Rights Compliance Verification. Providers were given a copy off the reporting format for future LHRC Meetings.
2. Divine Residential Services was seeking affiliation with the LHRC However, they did not follow protocol of submitting their Human Rights policies, Rules of Conduct, Behavioral Management Policy, And their letter of introduction explaining what they were seeking

Affiliation for. Mr. Daye advised that they should submit this

Page Three

Draft Minutes

James River Regional LHRC

September 18, 2009

Information immediately or he would refer them to another Committee which in all likelihood would meet before our next Scheduled meeting or they would have to wait three months for affiliation. The LHRC made motion, seconded and unanimously Voted to deny affiliation until which time this information was Received.

Next Meeting: December 11, 2009 at 9:00 a.m. at Fam Mat Services 813 Forrest Drive Suite C Newport News VA 23606

Adjourned: The meeting was adjourned by Cheryl A. Hilsman at 10:20 a.m.

Typed by James City Regional LHRC Support Secretary _____
Leshia Neal

James City Regional LHRC Chair _____
Cheryl A. Hilsman