

Draft Minutes
James City Regional LHRC
October 19, 2012

Members Present: Cheryl Jones-Chair, Richard Cottingham, Shenita Brown

Member Absent: Lisa Thatcher

Others Present: Mr. Reginald Daye – DBHDS, Kendra Berry- Fam Matters, Gail Gay -Elam House/DSFAP, Sara Sims - Milestone Counseling, Dianca Burton- 1Life 1Love, Inc., Vanessa Futrell -1Life1Love, Princetta Wooten – TTASP.

Providers Absent: None

Call to Order: The meeting was called to order by Cheryl Jones, Chair at 9:06 a.m. The meeting took place at Fam Mat- 758 Maguire Place Unit A- Newport News, VA.

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

Approval of Minutes: A motion was made and seconded to approve the minutes of the 7/20/2012, with amendment to last name of Ms. Gay on 3rd page.

Public Comments: None

Regional Updates:

1. Mr. Daye reminded everyone that this LHRC has a consumer vacancy for 11 months. Between now and the next meeting on January 18, 2013, we need to have that filled. If not, this LHRC could be dismantled should the SHRC decides to take action. All providers would be out of compliance and would have to find a new LHRC to become affiliated with.
2. Mr. Daye reminded everyone that between now and 2 weeks prior to the next meeting in January, your 4th quarter report is due as well as your annual report. All of these will be presented at the next meeting. All reports must be faxed or mailed to Mr. Daye 2 weeks prior to the meeting, and MAILED to the LHRC members only 2 weeks prior to the meeting.
3. Mr. Daye reminded everyone that Serious Incidents and Deaths are to go the State office, not his office.
4. Mr. Daye reminded everyone that by January 15th, your Annual Seclusion and Restraints report is due to the State. Even if you had zero, please mark it as zero and still submit.

Standard Reporting:

1. Affiliates gave the following reports:
 - i. **Family Matters-** They have not submitted a copy of their Quarterly report to the Secretary.
 - ii. **Elam House-** – licensed. Licensing agent – Barry Lee. 5 census, 0 reports of allegations of abuse/neglect, 1 total counts by type of neglect and 0 total counts by how occurred. 0- complaint case/resolutions.
 - iii. **DSFAP-** Currently licensed. Licensing agent –Gail Schreiner. 1 report of allegations of abuse/neglect, 6 total counts by type (1 AWOL and 5 restraint) and 1 total counts by how occurred (restraint). 0- complaint cases/resolutions. Census-18 total.
 - iv. **Milestone Counseling Services-** Currently licensed. Licensing agent – Gail Schreiner. 55 census, 0 reports of allegations of abuse/neglect, 0 total counts by type and 0 total counts by how occurred. 0- complaint case/resolutions.
 - v. **1Life1Love, Inc.** - Currently licensed. Licensing agent –Barry Lee. 0 reports of allegations of abuse/neglect, 0 total counts by type and 0 total counts by how occurred. 0- complaint cases/resolutions. Census-30.
 - vi. **Tidewater Therapeutic** – Still waiting to be licensed.

At 9:40 a.m. the Local Human Rights Committee voted to go into closed session to Va. Code- 2.2-3711A for the purpose of hearing abuse and complaints reported for DSFAP and Elam House. The committee voted to come out of closed session at 9:50p.m.. Upon entering in open session each member certified that the only thing discussed while in closed session were the abuse and complaints for the above noted programs.

Next Meeting: **January 18, 2013- 9:00 a.m. at 758 Maguire Place, Unit A- Newport News, VA.**

Mr. Daye provided Freedom of Information Training to the LHRC member.

Adjourned: The meeting was adjourned by Richard Cottingham at 11: 20a.m.

Typed by James City Regional LHRC Support Secretary _____
Sara Sims

James City Regional LHRC Chair _____
Cheryl Jones