

**Loudoun County Local Human Rights Committee (LC-LHRC)
Meeting Minutes**

April 22, 2009

1. Meeting was called to order at 9:08 am

Location: Loudon County Department of Mental Health, Mental Retardation and Substance Abuse
Services 906 Trailview Blvd, Leesburg, VA 20175

2. Those present:

LC-LHRC Members

Chuck Perso, Chair
Al Ware, Vice-Chair
Barbara Franklin
Kelli Nemer

Absent with Regrets:

Linda Boykin
Bennett Downey
Allison Gentile

Others:

Katherine Lebeda, Hoffmann &
Lebeda
Steve Garcia, MH & SAS/CSB
Lisa Snider, For Children's Sake
Mark Seymour, Regional HR
Advocate
Lorri Murray, ECHO
Christine Shea, CSB
James Timbers, MR/CSB
Lisa Porter-Burt, Graydon Manor
Edna Sampson, Green Meadow
Homes
Laura Obradovic, North Spring
Behavioral Health
Scott Zeiter, North Spring
Behavioral Health
Arlene Dunlop, Green Meadow
Homes
Jerome Grantha, Potomac Terrace
George Rathborn, Behavior
Consultant
Denise Malone, Evercare d/b/a
Visions
L. Shawn Dund, Legal Services of
Northern, VA
Mark Stavrou, NOVA Family
Services

Absent with Regrets:

Rosemary Kufuor - Calvary Health Care

3. Committee observed 10 minute public comment period
4. February 2009 meeting minutes approved.
5. Introduction to Loudoun County LHRC's new Regional Advocate, Mark Seymour.
6. Northern Virginia Family Services presented information on services and made formal request for affiliation with the LC-LHRC. Regional Advocate, Mark Seymour, endorsed the application. Committee voted to approve temporary affiliation pending further review and comment by committee members. Kelly Nemer will serve as committee member contact and all members to submit questions or comments to Ms. Nemer prior to the next meeting.
7. LC-LHRC Affiliate, Hoffmann & Lebeda made announcement that crisis stabilization services are being added to their program, along with outpatient services. (Change to minutes accepted by Committee.)
8. North Spring Behavioral Healthcare's application for full LC-LHRC affiliation approved by the committee.
9. Committee Member Nikki Frances (through Chairman, Chuck Perso) has submitted her formal resignation from the LC-LHRC. Mr. Perso has requested affiliates begin seeking and making recommendations for a replacement committee member.
10. Committee approved the 2009/2010 LC-LHRC Affiliation Agreement and have set the Affiliation Fee for the next fiscal year at \$350 per affiliate. Affiliate Dues **will be due at the July 22, 2009 LC-LHRC Meeting.**
11. The LC-LHRC Quarterly Reporting Forms will be reviewed and revised for the next fiscal year. Mark Seymour will provide samples to Beth Mack and Christine Shea of the Loudoun CSB. Ms. Shea will send proposed revised forms to the LHRC Committee and Affiliates for feedback prior to the next meeting.
12. Dr. Denise Malone of Visions Family Services, dba Evercare In-home Program presented information on services and made a formal request for affiliation with the LC-LHRC. Regional Advocate, Mark Seymour, endorsed the application. Committee voted to approve temporary affiliation pending further review and comment by committee members. Al Ware will serve as committee member contact and all members to submit questions or comments to Mr. Ware prior to the next meeting.
13. Committee will continue site visits to affiliate service locations:
 - Kelly Nemer will coordinate a site visit to Green Meadows Home in May.
 - Al Ware will coordinate a site visit to Northern Virginia Family Services in late June.
14. Nominations for 2009/2010 LC-LHRC Officers were conducted. Chuck Perso was elected to another term as Chairman of the Committee. Kelly Nemer was elected as Vice Chair for the 2009/2010 fiscal year.
15. Committee entered closed session at 10:20 AM and received First Quarter 2009 Reports Presented by:
 - ECHO
 - Hoffman and Lebeda
 - North Spring

- Loudoun County CSB – Mental Retardation, Mental Health and Substance Abuse Services (Closed session included the quarterly review of a client’s behavior support plan, and review of a proposed Behavior Support Plan Policy and Procedure presented by the Loudoun County Department of Mental Retardation.)
- For Children’s Sake of Virginia

16. Committee came back into open session at 12:25 PM and approved the Behavior Support Plan Policy of the Loudoun County Department of Mental Retardation with committee quorum present.

17. Committee returned to closed session at 12:35 PM to continue receiving First Quarter 2009 Reports presented by:

- Green Meadow Homes
- Graydon Manor

18. Committee returned to open session at 12:50 PM - approval of all First Quarter 2009 Reports delayed until the next meeting due to lack of quorum at open session.

19. **NEXT MEETING:** The next meeting of the LHRC shall be held on July 22, 2009 at 9:00 a.m.

20. Meeting adjourned at 12:54 PM.