

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

**October 28, 2009 (DRAFT)**

1. Meeting was called to order at 9:09 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  
Bennett Downey  
Ron Johnston  
Leslie Lobos

**Absent with Regrets:**

Kelli Nemer

**Others:**

Mark Stavrou, NOVA F.S.  
Michelle Kasen NOVA F.S.  
Katherine Lebeda, Hoffmann &  
Lebeda  
Lorri Murray, ECHO  
Edwin Kamara, Calvary Health Care  
Thomas Houlihan, Graydon Manor  
Beth Mack, MR/CSB  
Steve Garcia, MH & SAS/CSB  
Christine Shea, CSB  
Mary Margaret Meadows, CSB  
Lisa DeProspero, ECHO  
Laura Obradovic, North Spring  
Behavioral Health  
Denise Malone, Evercare d/b/a  
Visions  
Arlene Dunlap, Green Meadow  
Homes  
Suzy Kahn, Green Meadow Homes

Mark Seymour, Regional HR Advocate

3. Committee observed 10 minute public comment period

4. LHRC Chair discussed recruitment efforts to secure a "Health Care Provider" committee member to replace Ms. Gentile in order to remain compliant with State Regulations. The goal is to have the position filled by the next quarterly meeting.

5. July 2009 meeting minutes were approved.

6. Discussion re: revisions to the Quarterly Reporting form were held – Committee seeks more measurable data and metrics to be able to track reports throughout the year rather than “in a vacuum” each individual quarter. Affiliates were allowed comments and are requesting a form that will not be overly burdensome to fill out. Committee will work on revising form with the assistance of LHRC secretariat and will present a proposed new reporting form at January 2010 meeting.
7. Committee entered closed session at 9:35 AM to review behavioral support plans, research proposals, follow up from previous reports, and to receive Third Quarter 2009 Reports Presented by:
  - North Spring (closed session included discussion of research proposal)
  - NOVA Family Services
  - Visions Family Services
  - Calvary
  - Loudoun County CSB – Mental Retardation, Mental Health and Substance Abuse Services (Closed session included the quarterly review of a client’s behavior support plan.)
  - ECHO
  - Graydon Manor
  - Green Meadows
  - Hoffman and Lebeda
8. Committee returned to open session at 12:09 PM - all Second Quarter 2009 Reports were approved.
9. Committee approved Green Meadows Program Rules
10. Committee approved forming a subcommittee to work with North Spring to a review research proposal. The subcommittee meeting date remains to be determined. In addition, the committee will work to develop guidelines for future research proposals.
11. **NEXT MEETING:** The next meeting of the LHRC shall be held on January 27, 2009 at 9:00 AM
12. Meeting adjourned at 12:15 PM