

**Metropolitan Local Human Rights Committee**  
Virginia Home for Boys and Girls  
8716 W. Broad St.  
Richmond, Va. 23294

**QUARTERLY MEETING**  
**July 12, 2011, 1PM**

**MINUTES**

**1. Call to Order**

- Ms. Dawn Wadiak called the meeting to order at 1:15PM

**2. Introductions**

**LHRC Members Present:**

- Dawn Wadiak, Chair
- Barry Vasser, Vice Chair
- Jennifer Huffman, Secretary
- Edward Gerhard

**LHRC Members Absent**

- None

**Others Present:**

Michael Curseen, Region IV Human Rights Manager

**Affiliates Present:**

A Fresh Approach Youth Services

Committed Counseling Program

Jackson-Field Homes

M.I.N.K.S.: Angela Brown

Omega II Therapeutic After School, Inc.: Vera Bell, ( )

Saving Lost Souls, Inc.

Stepping Stones Towards the Future: Tifney Ward-Hairston

The Center for Counseling and Community Affairs

The Choice Group: Sherman Gifford

Virginia Home for Boys & Girls: Ron Grant

Wise Enterprises, Gwen Andrews, Director

Youth Builders, LLC, Reginald Goodwyn

**Affiliates Absent:**

Restoring Youth Alternatives: Candie's N. Allen

**Guests:**

Teresa Weston

**3. Approval of April 12, 2011 Minutes**

There were no changes requested to the minutes.

Action: Barry Vasser made a motion to approve the minutes of the April 12, 2011 meeting, it was seconded by Ed Gerhard, and it passed unanimously.

**4. Public Comment**

Teresa Weston: Lives in Prince George, has a son who is been served by District 19 for the last seven years. He started developing symptoms of depression and paranoia and had a psychotic break in 2004. He subsequently had periods of stability and was able to obtain and keep, some for a very short time, 16 jobs. He is now 36 years old and has been diagnosed with Schizophrenia. He resents having to take medications and go to medical appointments, blames his parents for the problems he is having, is belligerent, destructive to property and volatile. Ms. Weston is very frustrated with the laws and regulations in Virginia that allow her son to continue to have the right to refuse treatment. He has been hospitalized briefly seven times in the last seven years, but always returns home, where his cycle starts again. Recently he was seen by a psychiatrist who agreed with him about a trial period of no medications, and he was sent home to be cared for by his parents in this unmanageable condition. Ms. Weston reports that D19 is pressing her to get guardianship of her son, but that is simply not feasible because of her son's attitude towards his parents. Ms. Weston stated that it is a recipe for disaster to have her son free to make his own decisions until, breaks the law, hurts himself or someone else, and will then be treated as a criminal. She noted that people with other illnesses are not required to go through this process. Mr. Curseen obtained her contact information and agreed to follow up with her expeditiously regarding alternatives, prior to his pending release from yet another hospitalization.

**5. Provider Treasurer's Report**

Tanya Morgan reported:

Accept verbal report of Treasurer Account

- Account established 3/26/10
- Balance on hand as of June 30, 2011: \$4,545.13

Ms. Wadiak indicated that she had given up the authority to sign checks in order that the committee not has control over the funds of the service providers. She asked for a volunteer to assume the responsibility of managing the funds of the MLHRC in conjunction with Ms. Morgan. Angela Brown (M.I.N.K.S.) volunteered. In recognition of the contribution of Ms. Brown serving as Treasurer, and Sherman Gifford serving as Secretary, the service providers agreed that M.I.N.K.S. and The Choice Group will be exempt from paying the annual membership dues.

## **Old Business:**

### **A. LHRC Follow-up RE: Submission of Corrections to Human Rights Policies and Procedures**

J & G House of Beginnings, LLC – Mr. Curseen reported that J & G House of Beginnings, LLC had submitted policies and their patient handbook. Numerous corrections were requested and will be due at the September 13 meeting.

### **B. LHRC Follow-up: Policy Reviews:**

Achieving Family Services, Inc. – Mr. Curseen reported that all requested corrections had been submitted.

Action: A motion to accept the corrections as noted by Mr. Curseen was made by Edward Gerhard, seconded by Barry Vasser, and it passed unanimously.

## **New Business:**

### **I. Discontinuation of Affiliation:** Walker Family Community Services announced and accepted.

### **II. Discontinuation of Affiliation:** Brookfield announced and accepted.

### **III. Request for Affiliation (Program Expansion):**

Wise Enterprises, Inc. – Day Treatment Services in Chesterfield, Virginia & Notification of Change in Ages Served – Gwen Andrews, Director  
Ms. Andrews reported that Wise Enterprises has been asked to expand into Chesterfield County and Waverly, where there are few services. They currently serve Richmond and Henrico for ages 5-14. They request providing the same day treatment in school and after school for ages 4-15. The current site is 3109 West Clay Street in Richmond. If the expansion is approved, Chesterfield consumers will be brought to the West Clay Street facility and they will look for a place to provide services between Petersburg and Waverly.

Action: A motion for approval was made by Edward Gerhard and seconded by Barry Vasser, and it passed unanimously.

### **IV. State Human Rights Committee Meeting Notes RE: Process for Consideration of LHRCs with Vacancies – Review & Comment**

Mr. Curseen reviewed two handouts that had been emailed to the providers on July 5, 2011:

- 1) Process for Consideration of LHRC's with Vacancies, 3/18/11 meeting
- 2) Process for Consideration of LHRC's with Vacancies, 5/6/11 meeting

The SHRC is still discussing these issues. There are vacancies in code mandated committee positions. The committee cannot operate effectively without them for more than 12 months. New By-Laws require notification if the committee is operated without code mandated for 6 months. If the vacancy continues for more than 12 months the LHRC will be considered for consolidation. Volunteer

recruitment and management are difficult activities. SHRC has instituted a tracking system to identify vacancies. There has been discussion of a floating code-mandated LHRC member for fact-finding or hearings on complaint or issue. There needs to be an action plan after 6 months of vacancies (part 1 of process). There will be concurrent SHRC consideration of consolidation of LHRC with code-mandated member vacancy (part 2 of process). SHRC will consider likelihood of filling the position in the near term. Will also consider:

- 1) Geographic proximity to other LHRCs
- 2) Number of affiliates
- 3) Service focus of affected LHRCs
- 4) Affiliate overlap within LHRCs
- 5) Affiliate presence in Region

LHRC and providers are encouraged to avail themselves of the opportunities to get the code mandated filled. Licensed provider is filled now, but we are still down one consumer or consumer's family member. Any affiliated provider can have a consumer on the committee, but that person would have to recues him/herself if there is any complaint involving the service provider. Contact Mr. Curseen to arrange for more information to be sent to interested individuals. Send Mr. Curseen any comments intended for the SHRC within the next 2 weeks.

**V. Quarterly Report for period 4/13/11 – 6/28/11**

Comments by Mr. Curseen regarding the new reporting form:

- A. In the additional reporting and review requirements at the end, Question #1 and #4 must be answered. "Not-applicable" is not an appropriate answer here. Question #1 regards the mechanism the provider uses to ensure that abuse and complaints allegations are captured and reported. This is unique to each service provider and involves training (how often is it provided) and the incident reporting process. Question #4 refers to what each provider has done to ensure that any vacant code-mandated position is filled. If the provider has not yet been licensed, speak to plans that will be put in place for each of these issues.
- B. Status of Complaint Cases (top of page 2) – do not leave blank. If there are none to report, insert a "0".
- C. There is no need to correct the current report for these errors, but it is expected that future reports will be done correctly.
  1. A Fresh Approach Youth Services  
Report received. Nothing to report, except additional policies, which were reviewed.
  2. Achieving Family Services  
Report missing.
  3. All Family Matters, Inc.  
Report received.
  4. Committed Counseling Program  
Report received. Waiting to be licensed.
  5. Commonwealth Clinical and Consulting Services  
Report received but incomplete for additional reporting section.
  6. District 19 CSB

- Report received.
7. Families In Care Intervention Services  
Report received but incomplete.
  8. Family AriZen  
Report received.
  9. First Home Care  
Report received.
  10. J & G House of Beginnings, LLC  
Report missing.
  11. Jackson-Field  
Submitted the report one using the wrong form. Will provide the report on the correct form.  
2 complaints were reported:
    - 1) May 31. A female resident alleged a male staff member in her room at night, and she found blood from her bottom the next morning. She was sent to the ER – refused to go the first time. The doctor indicated no problem. The resident reported another version. The incident was reported to Child Protective Services. Management met with staff – there had been no male staff in her room. Males cannot do night checks – cannot be alone with girls in their rooms, and female staff are vigilant when males are interacting with female residents. The provider feels that it is important for residents to have an opportunity to interact in a professional way with male staff members, and that is why they are on staff. There is a history of false reporting that is expected to continue.
    - 2) June 21 – Resident DG divulged to staff that she had participated in fondling with roommate. Corrective action – they were separated. DG will not have a roommate until discharge. This incident was not reported to Child Protective Services.
  12. M.I.N.K.S. Youth & Family Services  
Report received. No incidents, annual human rights training.
  13. Omega II Therapeutic Afterschool, Inc.  
Report Received. Hired 2 part-time counselors. Nothing to report. Need “0” in total counts areas. Incident report process and training for all employees. Notation in client and employee files about incidents reported.
  14. Restoring Youth Alternatives  
Report missing.
  15. Saving Lost Souls, Inc.  
Report received. Nothing to report and no program changes. Understand that questions 1 and 4 need to be answered.
  16. Stepping Stones Towards the Future, LLC  
Report received. Nothing to report – aware that 1 and 4 need to be addressed.
  17. The Center for Counseling and Community Affairs  
Report received. Nothing to report and no program changes. 1 and 4 will be addressed. Very thorough report.
  18. The Choice Group  
Report received. Not licensed yet. 1 and 4 will be addressed properly in the future.
  19. Virginia Home for Boys and Girls Intensive In-Home

- Report received. Nothing to report except in-home clinician hired.
20. Wise Enterprises  
Report received. Nothing to report. Have completed 1 and 4 – training twice a year regarding rights. Onsite visit from the state – triennial license. Still using MANDT. Has directed consumers to Mr. Curseen.
21. Youth Builders, LLC  
Report received. Nothing to report – educate counselors regarding abuse and neglect (Mr. Curseen requested that providers need to state how often) – has asked people but no commitments yet regarding code-mandated members.

Action: Barry Vasser moved that providers from whom a report has not been received submit the report by the close of business on Tuesday, July 19, 2011. Edward Gerhard seconded the motion and it passed unanimously. The reports should be submitted directly to Mr. Curseen. Mr. Curseen will follow up with the involved providers and notify them of the timeframes in which they must submit their reports.

**XI. Human Rights Report: Virginia Office for Protection & Advocacy (VOPA)**

Mr. Curseen handed out a tri-fold brochure from VOPA regarding questions last time about the agency and their mission. The committee can arrange for a speaker here if desired. There was discussion and it was determined that VOPA will be asked to present at a future meeting.

**XII. Secretary's Report:**

- Number of Members Present: 9 of 10  
(Not present: Restoring Alternatives)
- Number of Reports Received: 18 of 21
- Number of Reports Not Received: 3
  - Achieving Family Services, Inc.
  - J & G House of Beginnings, LLC
  - Restoring Youth Alternatives

Note: There will be a reporting process to the SHRC for providers who miss meetings. Mr. Curseen will resend clarifications regarding meeting dates and report due dates. Providers can come to any meeting, but must still attend the assigned meetings. If a provider wants to attend an unassigned meeting to present program changes, etc, contact Mr. Curseen two weeks in advance of the meeting to get on the agenda.

**XIII. Next Meeting: November 8, 2011**

**XIV. Adjournment at 2:47PM by Dawn Wadiak**