

NATIONAL REGIONAL LOCAL HUMAN RIGHTS COMMITTEE MINUTES

Date of Meeting: October 14, 2008

***Denotes attendance at this meeting**

Committee Members: Cheryl Layman-Chairperson*
Dr. Giovanni Scott-Vice-Chairperson*
Brian Gretzler-member
Kelly Wilson-member*

Office of Human rights: Stewart Prost, Office of Human Rights*

Other Attendees: Thomas Jones
Annette Jones
J. Robert Williams

Program Affiliates: Neighbor To Family, Including the In-home Counseling Services
Ashanti House
Community Group Home
Brighton Garden
Giving Hearts, LLC
Destiny's House

Temporary Program Affiliates: Alliance of Community Provisions
Queen's House
Dominion Day Services
Positive Pathways, Inc
Family and Youth Foundations Counseling Services
Virginia Baptist Children's Home

I. Call to Order: Chairwoman Cheryl Layman called the meeting to order at 6:55 pm at Community Personal Care.

II. Motion to Approve Agenda: The committee approved and seconded the agenda.

III. Approval of Minutes: The minutes were approved and seconded.

IV. Advocate's Report

Mr. Prost stated that because the state budget office was hit with a 15% reduction, facilities may receive a reduction in funds. However, we are hoping to hold our own in terms of staffing. The LHRC training last month was a success with about 20 members as well as providers attending at the South Eastern Training Center. LHRC will be

granting temporary affiliation to new providers until new committees come into formation. Williamsburg is looking to form 2 to 3 new committees.

V. Treasurer's Report

Mr. Crawford represented Mr. Opuku for the treasurer's report; he stated that the balance summary is \$3,971.37.

Public comment: There was no public comment.

VI. Program Reports-Current Affiliates

Name of Program: Neighbor To Family

Number of Clients: 20

Staff to Client Ratio: 1:20

Program Changes: Added In-home

Addition of New Programs: In-home

Administrative Changes: 0

Policy Changes that Impact of Clients in the Program: 0

Changes in Handbooks Once Approved by the LHRC: 0

Number of Complaints or Abuse Cases: 0

Use of Restraint or Seclusion: 0

Licensure or Human Right Reviews: 10/13/08 Licensure

Name of Program: Ashanti House

Number of Clients: 6

Staff to Client Ratio: 6:2

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: None

Name of Program: Queens' House

Number of Clients: 0

Staff to Client Ratio: 0

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: None

Name of Program: Giving Hearts

Number of Clients: 0

Staff to Client Ratio: 0

Program Changes: None

Addition of New Programs: None

Administrative Changes: Yes

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: TOVA

Licensure or Human Right Reviews: None

Name of Program: Brighton Gardens, LLC

Number of Clients: 2

Staff to Client Ratio: 1:2

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: None

Name of Program: Community Group Homes (The Healing Place)

Number of Clients: 1

Staff to Client Ratio: 1:1

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: Sunday 10-12-08

Name of Program: Alliance of Community Provisions

Number of Clients: 0

Staff to Client Ratio: 0

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: Submitted package for licensure of human right reviews, need to resubmit.

Name of Program: Destiny's House Residential Services, LLC

Number of Clients: 1

Staff to Client Ratio: 1:1

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: None

Name of Program: Achiever's House

Number of Clients: 2

Staff to Client Ratio: 5:2

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: None

Use of Restraint or Seclusion: None

Licensure or Human Right Reviews: None

Name of Program: Dominion Day Services Day Treatment, LLC

Number of Clients: 0

Staff to Client Ratio: n\a

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None

Number of Complaints or Abuse Cases: 0

Use of Restraint or Seclusion: 0

Licensure or Human Right Reviews: None

Name of Program: Positive Pathways, Inc.

Number of Clients: 0

Staff to Client Ratio: 0

Program Changes: None

Addition of New Programs: None

Administrative Changes: None

Policy Changes that Impact of Clients in the Program: None

Changes in Handbooks Once Approved by the LHRC: None
Number of Complaints or Abuse Cases: None
Use of Restraint or Seclusion: None
Licensure or Human Right Reviews: None

Name of Program: Family and Youth Foundations

Number of Clients: 0
Staff to Client Ratio: 1:4
Program Changes: 0
Addition of New Programs: None
Administrative Changes: None
Policy Changes that Impact of Clients in the Program: None
Changes in Handbooks Once Approved by the LHRC: None
Number of Complaints or Abuse Cases: None
Use of Restraint or Seclusion: None
Licensure or Human Right Reviews: None

Name of Program: Virginia Baptist Children's Home and Family Services, doing business as Hope Tree Family Services

Number of Clients: 0
Staff to Client Ratio: n/a
Program Changes: None
Addition of New Programs: Requesting temporary affiliation to start Residential services in Va. Beach
Administrative Changes: None
Policy Changes that Impact of Clients in the Program: None
Changes in Handbooks Once Approved by the LHRC: Changes have been made based on LHRC Committee Member's suggestions to the Program Rules for in-home services to make them more program specific.
Number of Complaints or Abuse Cases: None
Use of Restraint or Seclusion: None
Licensure or Human Right Reviews: None

VII. Requests for Affiliation

Judy's Place, LLC: Represented by Judy Askew

Group home for mentally handicap males and females ages 18 and older. The staff to client ratio is 2:4. Method of restraint used will be TOVA. Summary of rules are: 1. To encourage clients to make decisions. 2. Staff will supervise. 3 Clients will respect others and their personal space. 4. Clients are expected to keep clean. 5. Clients must inform staff if leaving the facility. 6 Alcohol is not allowed. 7. Smoking area is designated outside of the home. 8. Clients are free to use all areas of the facility. Motion for temporary affiliation is granted and seconded pending modifications to programs rules and behavior management plan.

National Coalition for youth and Families USA, Inc.: Represented by Frank Hassell

Intensive in-home program. Provides consultations with outside agencies, as well as individual, family counseling and crisis stabilization. Staff has been TOVA trained and certified. Goal is to redirect misbehavior; time-out is used as a method to calm the client down. If session becomes too intense, services will be terminated. Motion for temporary affiliation is granted and seconded with contingency upon modification of behavior management plan and program rules.

Virginia Baptist Children's Home=Hope Family Services to add Residential Services: Represented by Crystal Burgess

Extended affiliation for in-home service as modifications have been made. Requested affiliation with residential program for female adults with mental retardation. The staff to client ration is 1:3. Summary of the rules include: chores, laundry, no food and drinks in the bedroom, phone time from 11am to 7pm, and notifying staff when leaving. The method of restraint to be used is TOVA. Motion for temporary affiliation is granted and seconded with contingency upon modification of behavior management plan and program rules.

Permanent Affiliation was extended to the following programs:

- Destiny's House
- Giving Hearts
- Neighbor To Family, In-home Counseling Services

Temporary Affiliation was extended to the following programs:

- Dominion Day Services
- Positive Pathways, Inc
- Queen's House
- Alliance of Community Provisions
- Family and Youth Foundations Counseling Services
- Virginia Baptist Children's Home

VIII. Administrative Issues

Promptness so that meeting could start at 6:30.

IX. Schedule of Meeting

January 13, 2009, 6:30 pm

All meetings will be held at Community Personal Care.

X. Adjournment

The meeting was adjourned by Chairperson Cheryl Layman at 7:38pm.

Meeting Attendees

Franklin Hassell
Tijuana Bell
Jean Chapman
Judy Askew
Thomas Jones
Annette Jones
J. Robert Williams
Crystal Burgess
Ademola Adelugba
Tony Crawford
Darius Brown
Kimberly Williams
Deleshia Williams
Patrice Mathews
Kelly Wilson
Cheryl Layman
Lisa Duez
Alice Robinson
Sondre' Fleming
Gwendolyn Proctor
Leon Sankofa
D. Jones Scott

Submitted by:

Approved by:

Sondre' Fleming/ Lewanna Stephens
Recorder and Support LHRC Committee Secretary