

**NEW CREATION LOCAL HUMAN RIGHTS COMMITTEE**  
**Group B**  
**June 6, 2012**

**Members Present:** Charisma Dixon, Chair, Hasan Zarif, Vice Chair, Kelly Murphy, Member, Ruth Molyne, Member

**Members Absent:** Linda Jones, Member

**Others Present:** Michael Curseen, Regional Advocate

**Potential Affiliate:** Johnson Family and Residential Services

**Group B Affiliates Present:**

Greatness in You, LLC, Impact Youth Services, More Solutions, Open Arms Family Support Services, ProActive Behavioral Services, Richmond Private Methadone Clinic, Therapeutic Interventions, Halcyon Women's Center, Harrison House, The MARCS Agency

**Group B Affiliates Absent:** None

**I. Call To Order**

The New Creation Local Human Rights Committee was called to order at 6:10 P.M. June 6, 2012, by Charisma Dixon for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee.

**II. Welcome new LHRC Member: Ms. Ruth Molyne.** Ms. Molyne was introduced as the newest member of the LHRC

**III. Introductions** – All members, affiliates and guests made personal introductions

**IV. Review and Approval of Draft Minutes for March 7, 2012**

Minutes for the regular session on March 7, 2012 were reviewed

**Action:** Motion made by Hasan Zarif to approve the minutes as presented

**Second:** Kelly Murphy

**Vote:** Unanimous

**V. Public Comment**

Hasan Zarif was presented with a small token of appreciation from all of the providers present for his years of service to the LHRC.

**VI. Old Business**

1. LHRC Follow up 4<sup>th</sup> Quarter reports

**Hands of Unity – Report revised and received by committee**

**Kingdom Dominion – Report revised and received by committee**

**The MARCS Agency - Report revised and received by committee**

**Action:** Motion made by Kelly Murphy to accept the reports submitted by the agencies listed above.

**Second:** Hasan Zarif

**Vote:** Unanimous

**VII. New Business**

1. **Johnson Family and Residential Services formally requested affiliation for Sponsored Residential Services**

**Action:** Motion made by Kelly Murphy to approve affiliation

**Second:** Ruth Molyne

**Vote:** Unanimous

**Action:** Motion made by Hasan Zarif requesting that Johnson Family and Residential Services submit a report of all of the sponsored homes that have either been opened or closed in the current report period at each meeting.

**Second:** Kelly Murphy

**Vote:** Unanimous

2. **The MARCS Agency formally requested affiliation for a program expansion to include Mental Health Support Services –**

**Action:** Motion made by Kelly Murphy to approve affiliation

**Second:** Ruth Molyne

**Vote:** Unanimous

3. **The committee recognized the discontinued affiliation of Believer's Vision**

4. **The Committee handed out a revised Meeting Dates and Reporting Months schedule**

**5. The Committee handed out and reviewed draft notice RE: Recommendations for Provider Citations to the Office of Licensing**

**Action:** Motion made by Kelly Murphy to approve the notice as presented

**Second:** Hasan Zarif

**Vote:** Unanimous

**6. Review of LHRC Expectations RE: Provider Attendance at LHRC Meetings.**

The affiliates were reminded that they are required to attend two of the scheduled meetings of the LHRC and if they miss one of their scheduled meetings they would be in violation of their affiliate agreement and would be recommended for citation by Licensing.

**7. Review of LHRC Expectations RE: Requests for Written Documentation**

If the committee makes a requests for documentation and the documentation is not received by the requested due date, a recommendation for citation by the Office of Licensing will be made. For LHRC recommendations for amended documentation, each provider will have ten business days to resubmit that paperwork to the committee prior to being recommended for citation by the Office of Licensing.

**VIII. Quarterly Reports Review Period 1 January 1, 2012 – March 31, 2012**

1. **Brother's Keeper** – Report received with no recommendations
2. **Creative Youth Concepts** – Report received. Amendments were recommended
3. **EZETT Youth and Family Services** – Report not received
4. **First Class Living** - Report received. Amendments were recommended
5. **Greatness in You, LLC** - Report received with no recommendations
6. **Hands of Unity** - Report received. Amendments were recommended
7. **Harrison House** - Report received. Amendments were recommended
8. **Impact Youth Services** – Report received with no recommendations
9. **Kingdom Dominion** - Report received. Amendments were recommended
10. **More Solutions** - Report received. Amendments were recommended
11. **Open Arms Family Support Services** - Report received with no recommendations
12. **ProActive Behavioral Services** - Report not received
13. **Richmond Private Methadone Clinic** - Report received. Amendments were recommended.
14. **The MARCS Agency** - Report received. Amendments were recommended
15. **Therapeutic Interventions** - Report received with no recommendations
16. **Upside to Youth Development** - Report received. Amendments were recommended

**Action:** Motion made by Hasan Zarif to request follow up amendments to be submitted within ten business days for the affiliates noted to have recommended revisions.

**Second:** Kelly Murphy

**Vote:** Unanimous

**Action:** Motion made by Kelly Murphy to EZETT Youth and Family Services and ProActive Behavioral Services for citation for failing to submit timely reports to the LHRC.

**Second:** Hasan Zarif

**Vote:** Unanimous

**IX. Election of Officers**

**Action:** Motion made by Hasan Zarif to nominate Kelly Murphy as the Chair of the New Creation LHRC

**Second:** Ruth Molyne

**Vote:** Unanimous

**Action:** Motion made by Kelly Murphy to nominate Charisma Dixon as the Vice-Chair of the New Creation LHRC

**Second:** Hasan Zarif

**Vote:** Unanimous

**Action:** Motion made by Kelly Murphy to nominate Ruth Molyne as the Secretary of the New Creation LHRC

**Second:** Hasan Zarif

**Vote:** Unanimous

**X. Office of Human Rights Report:**

1. Michael Curseen presented the annual FOIA training for the committee

**XI. Secretary's Report – Review of attendance**

All affiliates were in attendance.

**XII. Next meetings scheduled for Group A: September 5, 2012 at Kingdom Dominion**

**XIII. Adjournment:** Meeting was adjourned at 8:30 p.m.

**Action:** Motion made by Hasan Zarif to adjourn

**Second:** Kelly Murphy

**Vote:** Unanimous