

**NEWPORT NEWS REGIONAL  
LOCAL HUMAN RIGHTS COMMITTEE (LHRC)**

*September 25, 2007*

**MINUTES**

**PRESENT:**

Joyce O'Brien	LHRC Member, Chairperson
Louise Beveridge	LHRC Member, Vice Chairperson
Crystal Rivera	LHRC Member
Gianna Mitchell	Office of Human Rights
Kelly Walter	Keystone Newport News
Jean Wilson	Chessen and Associates
Heather Fisher	Family Solutions
Barbara Farrell	Residential Living Options
Allon Wright	Families In New Directions
Michael Bains	Brighter Futures
Coston Griffin	Alexander House
Jill Adrian	Keystone Newport News

**ABSENT:**

Rosanne Walters	LHRC Member
Precious Etheridge	LHRC Member
Helene Timpone	Family First/Lydia's House

**I. CALL TO ORDER**

The meeting was called to order by Joyce O'Brien, Chairperson at 6:00 p.m.

**II. REVIEW OF THE MINUTES**

The minutes for the June 12, 2007 meeting were reviewed and approved. A motion was made by Ms. Beveridge to accept the minutes as written. Motion was seconded by Ms. Rivera. Vote was taken, all in favor.

Ms. Mitchell noted mistakes on June 12, 2007 minutes. It was placed on the minutes that Chessen Associates and Lydia's House were absent; however they were present. A motion was made by Ms. Rivera to accept June 12, 2007 LHRC Minute changes as noted. Motion was seconded by Ms. Beveridge. Vote was taken, all in favor

**III. OLD BUSINESS**

Topic: Request Temporary Affiliation – Alpha Counselors Service, Inc.

Discussion: Alpha Counselors Service, Inc. has moved to another LHRC. No action taken on this request.

#### **IV. NEW BUSINESS**

**A. Topic: Request Permanent Affiliation for 24 bed program – Keystone Newport News**

Discussion: Keystone Newport News' 24 bed sexual abusive youth program was licensed September 4, 2007.

Action: Ms. Beveridge made a motion for permanent affiliation. Ms. Rivera seconded the motion. Vote was taken, all in favor. Motion granted

**B. Topic: Request Temporary Affiliation for another group home – Residential Living Options**

Discussion: Residential Living Options has added an additional group home located at 227 Grune St., Chesapeake, VA. They are waiting licensure.

Action: Ms. Rivera made a motion to grant Residential Living Options temporary affiliation for additional group home. Ms. Beveridge seconded the motion. Vote was taken, all in favor. Motion granted.

**C. Topic: Lydia's House not present**

Discussion: Lydia's House affiliation was dropped to temporary affiliation due to non attendance at the September meeting. Lydia's House was also not in attendance for the March meeting. A letter will be sent to Lydia's House expecting attendance at the next meeting in December.

Action: Ms. Rivera made a motion that Lydia's House be dropped to temporary affiliations. Ms. Beveridge seconded the motion. Motion made for temporary affiliation and a letter will be sent, vote was taken, all in favor. Motion granted.

#### **V. STANDING REPORTS**

Topic: **General Information**

Discussion: Affiliates were asked to bring any issues that include resident information to be heard in the closed session.

Action: Reports were received from all affiliate programs in attendance. A summary is attached.

#### **VI. PUBLIC COMMENT**

**The following comments were made by the Office of Human Right (Ms. G. Mitchell):**

- The new human rights regulations were approved, they are available on website. These new regulations became effective September 19<sup>th</sup>. A DVD will be sent out to providers over the next couple of weeks. Also a schedule will be sent out on the due date for revising/editing policies. We may have until March 2008 to submit Policy and Procedures changes to the central HR office and local office. However, we will need to be in compliance and will be held accountable prior to March 2008.
- The biggest changes are in the area of Dignity, and the complaint process – informal complaints.
- Human Rights office passed out training materials to the LHRC members. These were the materials that were covered in the recent LHRC training.
- Changes to Leadership/Management/Ownership must be reported to LHRC.
- Add FOIA training to the agenda for the next meeting.

**VII. CLOSED SESSION**

*Motion: Executive Session, pursuant to VA Code 2.2-3711-A (4), for the protection of the privacy of individuals in personal matters not related to public business, namely to review patient information from Residential Living Options, Keystone Newport News and Family Solutions pursuant to the regulations.*

*Ms. O'Brien made a motion to go into closed session at 6:50 p.m. to discuss issues evident in report from Family Solutions, Keystone Newport News and Residential Living Options. The motion was seconded by Ms. Etheridge and unanimously approved.*

**VIII. RECONVENED IN OPEN SESSION**

*Motion: Upon reconvening in Open Session at 7:40 p.m., each member of the LHRC certified to the best of their knowledge, that only public business matters lawfully exempt from statutory open meeting requirements and only private business matters identified in the motion to convene the Executive Session were discussed in accordance to the VA Code 2.2-3711-A (4).*

**IX. NEXT SCHEDULED MEETING**

The next regular LHRC meeting is scheduled for Tuesday, December 11, 2007 at 6:00 p.m. at Keystone Newport News.

**X. ADJOURNMENT**

Joyce O'Brien adjourned the meeting at 8:00 p.m.

RESPECTFULLY SUBMITTED:

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Joyce O'Brien, Chairperson

JO/ja