

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

December 14, 2010

MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chairperson
Deborah Elliott	LHRC Member, Co-Chairperson
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Stewart Prost	Office of Human Rights
Danielle Wade	Chessen and Associates
Heather Fisher	Family Solutions
Greg Smith	Residential Living Options
Teresa James	Brighter Futures
Patricia Bills	Alexander House
Darnell Parker, Sr.	C.A.T.C.H
Maria Parker	C.A.T.C.H
Dr. Damon Cary	C.A.T.C.H
Daniel Brown	Guiding Young Girls
Corey Olds	Guiding Young Girls
Carey Chappell	Newport News Behavioral Health Center
Barbara Gaddy	Newport News Behavioral Health Center
David Solgan	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
ABSENT:	
Christine Pearce	LHRC Member

I. **CALL TO ORDER**

The meeting was called to order by Ms. Tyler, Chairperson at 2:15pm.

II. **REVIEW OF THE MINUTES**

The minutes for the September 23, 2010 meeting were reviewed. A motion was made by Ms. Rukin to accept the minutes as written. Motion was seconded by Ms. Elliott. Vote was taken, all in favor.

III. **OLD BUSINESS – No Old Business**

IV. **NEW BUSINESS**

A. **Topic: Concerned Adults Teaching Children Hope (C.A.T.C.H) requesting temporary affiliation**

Overview: Mr. Darnell Parker, Sr. briefed the Newport News Regional LHRC (NNRLHRC) board members about the C.A.T.C.H. program. C.A.T.C.H has been created to meet the needs of children and adolescents (ages 5-18) males and females who have emotional and (severe) behavioral problems that interfere with concentration as well as their ability to learn. This is specifically for those students who are not succeeding in traditional programs. C.A.T.C.H. will take a designed treatment system based on a customized

professional life coaching curriculum to address the needs of our children. It will be the day to day practice, using a best practice model, to ensure the individual success of each C.A.T.C.H. student structured in summer programs.

Action: A motion was made by Ms. Elliott to grant temporary affiliation to C.A.T.C.H to include the approval of their behavioral management plan and program rules. Motion was seconded by Ms. Rukin. Vote was taken, all in favor.

B. Topic: Guiding Young Girls requesting temporary affiliation

Overview: Mr. Daniel Brown briefed the NNRLHRC Board members about the Guiding Young Girls program. Guiding Young Girls is a gender specific intensive in-home agency, established to meet the mental health needs of the female population in the 7 cities area. Guiding Young Girls will provide service to clients between the ages of 5-21.

Action: A motion was made by Ms. Rukin to grant temporary affiliation to Guiding Young Girls to include the approval of their behavioral management plan and program rules. Motion was seconded by Ms. Elliott. Vote was taken, all in favor.

Note To All Programs: Per Ms. Elliott, NNRLHRC board member. Make sure to incorporate Cultural and Linguist competency practices into policies and professional practices.

C. Topic: Family Solution closing of one of their Children's Residential Group Homes and changing it to an Adult Group Home

Overview: Ms. Heather Fisher stated that Family Solutions would like to open an Adult Group Home for their aging population and close one of their Children's Residential Group Homes. Licensing has indicated that the license can not be transferred to an Adult Group Home from one of their Children's Residential Group Homes it has to be a closer. This process is in its infancy stage and policies and procedures are still being developed. Family Solution's goal is to ask NNRLHRC for temporary affiliation in March 2011.

Action: No Action required at this time.

V. ADVOCATE'S REPORT

- Mr. Prost, OHR stated to the two new affiliates (C.A.T.C.H. and Guiding Young Girls) that his office will notify licensing that they have obtained temporary affiliation with the NNRLHRC. When the two new affiliates receive their license they need to request permanent affiliation with NNRLHRC. Mr. Prost stressed the importance to attend every LHRC meeting while they have temporary affiliation; if a meeting is missed the temporary affiliation ends.
- Mr. Prost stated that two individuals will be leaving his office. Ms. Patrica (Burnette) Bradby has resigned and Ms. Kathryn Ketch will be retiring December 22nd. The OHR is currently interviewing for both positions. They would like the secretary's position to be filled by the 27th. The Advocate position will be a split position between Eastern State and Southeastern. The OHR is hopeful that by the end of the year they will have replacements for both positions.
- Mr. Prost handed out two reports to the providers: Community Abuse Allegation/Neglect Report and Community Complaint Report. He asked that the providers use the reports or use something similar when faxing incidents versus leaving messages on their voice mail. Due to the limited amount of resources within the OHR office it is very time consuming to write down the information from the voicemail or the caller. In the future they are looking to develop a

web based program called C.H.R.I.S (Comprehensive Human Rights Information System) for incident reporting. If electronic copies of the forms are needed please contact Mr. Prost.

- Mr. Prost welcomed Mr. Robert Thompson to the NNRLHRC. He also stated that the NNRLHRC is currently in good shape with their board members. Ms. Elliott will be coming up for renewal June 2011. If Ms. Elliot wishes to serve a 2nd term she would need to contact the OHR to fill out the appropriate form.
- The State Human Rights Committee has been looking at making changes to the relationship between the providers, LHRCs, and state committee. An implementation memo should be out within the next couple of months outlining these changes.

VI. 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 read aloud and received from all affiliates in attendance.

VII. PUBLIC COMMENT – No Public Comment

VIII. CLOSED SESSION

Motion: At 2:30m Ms. Rukin moved that the LHRC go into executive session, pursuant to Virginia Code 2.2-371(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to conduct a hearing pursuant to the Regulations, namely to review serious incidents from Residential Living Options, Family Solutions, and Newport News Behavioral Health Center. Ms. Elliot seconded the motion. Vote was taken, all in favor.

IX. RECONVENED IN OPEN SESSION

Motion: At 3:25pm a motion was made by Ms. Rukin to reconvene into Open Session. Motion seconded by Mr. Thompson along with making the following statement, “each member shall certify that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed, or considered.”

X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS

Residential Living Options:

- No recommendations

Family Solutions:

- No recommendations

Newport News Behavioral Health Center:

- No recommendations

XI. MEETING SCHEDULE 2011 (2:00-4:00pm): Mar 8, Jun 14, Sep13, and Dec 13

XII. NEXT SCHEDULED MEETING

The next regular LHRC meeting is scheduled for Tuesday, March 8, 2011 at 2:00pm at Newport News Behavioral Health Center
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XIII. ADJOURNMENT

Ms. Tyler adjourned the meeting at 3:30pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/ja