

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

June 14, 2011

MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chair
Deborah Elliott	LHRC Member, Co-Chair
Robert Thompson	LHRC Member
Stewart Prost	Office of Human Rights
Teresa James	Brighter Futures
Danielle Wade	Chessen and Associates
Heather Fisher	Family Solutions
Greg Smith	Residential Living Options
Coston Griffin	Alexander House
Darnell Parker	C.A.T.C.H
Corey Olds	Guiding Young Girls
Daniel Brown	Guiding Young Girls
Robert Stitt, Jr.	Inner Circle
Ednora Mason	Heart & Soul
Bobbie Bradley	Heart & Soul
Vincent Hamilton	Heart & Soul
Chris Ruble	Newport News Behavioral Health Center
Carey Chappell	Newport News Behavioral Health Center
Ellen Velissarios	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
ABSENT:	
Robin Rukin	LHRC Member, Secretary

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 March 8, 2011 meeting were reviewed. A motion was made by Ms. Elliott to accept the minutes as written. Motion was seconded by Mr. Thompson. Vote was taken, all in favor.

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

IV. **NEW BUSINESS**

A. Topic: **Heart & Soul, LLC to brief their program and request affiliation**

Overview: Mr. Vincent Hamilton briefed the Newport News Regional LHRC (NNRLHRC) board members about their program.

Heart & Soul LLC, which is based out of Hampton, VA, shall provide Congregate Waiver Services for individuals who have been diagnosis with an intellectual disability. Services are offered in both residential and community based environments with training and

assistance provided in areas of Personal care, socialization, communication, community integration, behavior management, health, safety, domestic skills, money management and other daily living skills. Each individual shall receive a provision of supports based on the assessment and development of their Individualized Support Plan.

Heart & Soul LLC will offer services to:

- Males and females 18 years of age and above, who have been diagnosed with an intellectual disability.
- Individuals who are ambulatory.
- Individuals who are visually impaired and / or hearing impaired.
- Additional supports can be provided for individual's who may have secondary intellectual needs to include:
 - Bi-polar disorder
 - Schizophrenia
 - Anxiety disorder
 - Obsessive-compulsive disorder

Action: A motion was made by Mr. Thompson to affiliate Heart & Soul, LLC to include the approval of their behavioral management policy and program rules. Motion was seconded by Ms. Elliott. Vote was taken, all in favor.

B. Topic: Inner Circle to brief their program and request affiliation

Overview: Mr. Robert Stitt, Jr. briefed the NNRLHRC board members about their program.

Inner Circle, Inc. is located in Hampton, VA. They provide a variety of services and make opportunities accessible to people in the community. Their focus is on individual and family counseling, substance abuse treatment, clinical assessments, case management, independent living skills, academic tutorial services (to include G.E.D preparation), empowerment, and building stronger communities. Inner Circle's programs are designed to enhance an individual's ability to be successful in all facets of their lives. Their program services children and adolescents 5 to 21 years of age.

Action: A motion was made by Ms. Elliott to affiliate Inner Circle to include the approval of their behavioral management policy and program rules. Motion was seconded by Mr. Thompson. Vote was taken, all in favor.

C. Topic: Newport News Behavioral Health Center requesting affiliation for their Day Treatment Program.

Overview: Mr. Chris Ruble briefed the NNRLHRC board members on their program.

The Day Treatment Program of Newport News Behavioral Health Center is to provide quality comprehensive therapeutic services to children and families by partnering with schools and communities to enrich emotional and social development of school aged children. The program is designed to meet the social and academic needs of students in grades 5th – 12 who require a highly-structured and supportive learning environment. The specific goals of the program are to:

- Involve the students in a specifically designed program, designed as a result of the clinical assessments, that interacts with the academic course work, allowing opportunity for pro- social interactions that provide them with the knowledge, skills

and behavior necessary for the client to reintegrate into the educational and societal mainstreams.

- Stabilize and improve the functioning of students and their families.
- Introduce and mobilize resources for the student, the family, and the community to address their current difficulties that are preventing them from being in their home school
- Coordinate external resources as necessary to improve the functioning of the student/family
- Coordinate all services being provided to the student and their family if needed for an integrated delivery system of care.
- To coordinate with the Special Education teacher to assist with the provision or coordination of skills attainment or services needed for academic success.

Action: A motion was made by Mr. Thompson to approve the Day Treatment Program's behavioral management policy, and approve their affiliation. Motion was seconded by Ms. Elliott. Vote was taken, all in favor.

Note: Verification Form was been submitted to the State OHR, and has been approved per Mr. Prost. Service Modification Form has been submitted to their licensing specialist.

V. ADVOCATE'S REPORT

- Mr. Prost stated that their office has hired a new Human Rights Advocate, Hillary Zaneveld, and a new secretary, Annette Joseph-Walker.
- Mr. Prost stated that they will be moving their regional office to a different building (still located on the grounds of Eastern State). Their office can still be reached at the same phone and fax numbers.
- Mr. Prost thoroughly reviewed the new Provider Quarterly/Annual Reports of Human Rights Activities to the LHRC board members and affiliates. The new quarterly report will go into effect for the September 13, 2011 LHRC meeting, which will inturn will be due to Ms. Adrian by August 30, 2011 via e-mail only. The annual report will be due January 15, 2012.
- The Freedom of Information Act annual briefing will be held during our September 2011 meeting with the LHRC board members and affiliates.
- The Comprehensive Human Rights Information System (CHRIS), web based program, will be in effect in the near future. Final security stages are being tested. So as of right now, the affiliates will continue to fax and/or call their reports into OHR.

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

The following comments was made by Mr. Ruble, Newport News Behavioral Health Services:

- Mr. Ruble made a suggestion that the LHRC meeting dates be changed to January, April, July, and October in order to properly capture the data from the affiliates. Mr. Prost stated that the LHRC board members would need to discuss this change at their December 2011 meeting when they establish the meeting dates for 2012. As a reminder by Mr. Prost, that when meeting dates are established they need to be sent to Ms. Margaret Walsh.
- Mr. Ruble heard the Human Rights policies were up for review by the OHR. Mr. Prost stated that he did not have an exact timeframe yet, but he will be getting that information to share with the committee.

The following comment was made by Ms. Elliott, NNRLHRC Board Member:

- Ms. Deborah Elliott is a NNRLHRC board member and also member of the DBHDS Cultural & Linguistic Competence Steering Committee. Ms. Elliott emphasized to the affiliates that they should be implementing, practicing, and training Cultural & Linguistic Competency to all their staff. And making sure that Cultural & Linguistic Appropriate Services are meeting the cultural and linguistic needs of all individuals served and their family members. Ms. Elliott handed out the 14 National Standards for Culturally & Linguistically Appropriate Services (CLAS) in Health Care to the affiliates, stating that this is not an option it will be (and some already are) a requirement. To learn more about DBHDS CLC committee, please visit <http://www.dbhds.virginia.gov/ohrdm-clc.htm>.

VIII. CLOSED SESSION

Motion: At 3:45pm Ms. Elliott moved that the NNRLHRC 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. Mr. Thompson seconded the motion. Vote was taken, all in favor.

IX. RECONVENED IN OPEN SESSION

Motion: At 4:40pm a motion was made by Ms. Elliott 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:

- Monitoring of resident's medication for agitation.

Family Solutions:

- No recommendations

Newport News Behavioral Health Center:

- No recommendations

XI. MEETING SCHEDULE 2011 (2:00-4:00pm): Sep 13 and Dec 13

XII. NEXT SCHEDULED MEETING

The next regular LHRC meeting is scheduled for Tuesday, September 13, 2011 at 2:00pm at Newport News Behavioral Health Center

XIII. ADJOURNMENT

Ms. Tyler adjourned the meeting at 4:45pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/ja