

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

December 13, 2011

MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chair
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Hillary Zaneveld	Office of Human Rights
Teresa James	Brighter Futures
Danielle Wade	Chessen and Associates
Heather Fisher	Family Solutions
Barbara Farrell	Residential Living Options
Coston Griffin	Alexander House
Darnell Parker, Jr.	C.A.T.C.H
Corey Olds	Guiding Young Girls
Robert Stitt, Jr.	Inner Circle
Pierre Ames	Opportunities for Growth
Carey Chappell	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
ABSENT:	
Deborah Elliott	LHRC Member, Co-Chair
Timothy Russell	LHRC Member
Ednora Mason	Heart & Soul
Bobbie Bradley	Heart & Soul
Vincent Hamilton	Heart & Soul
Clarence Mayo	Faith Hope Care Provider

I. **CALL TO ORDER**

The meeting was called to order by Ms. Tyler, Chairperson at 2:05pm.

II. **REVIEW OF THE MINUTES**

The minutes for the September 13, 2011 meeting were reviewed. A motion was made by Mr. Thompson to accept the minutes as written. Motion was seconded by Ms. Rukin. Vote was taken, all in favor.

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

IV. **NEW BUSINESS**

A. **Topic: Guiding Young Girls to brief their new service of mental health support and request affiliation**

Overview: Mr. Brown briefed the Newport News Regional LHRC (NNRLHRC) board members about their new service of mental health support.

Guiding Young Girls will now be providing mental health support services to clients starting at age 5 to adulthood.

Note: Guiding Young Girls did not include a letter in their package to the board members nor OHR stating that their organization would be using their current program rules of conduct and behavioral management policies and procedures for this new service.

Action: A motion was made by Ms. Rukin to approve affiliation for Guiding Young Girls mental health support service, with the stipulation that they will be mailing a letter to the OHR and boards members regarding their behavioral management policies and procedures and program rules of conduct. Motion was seconded by Mr. Thompson. Vote was taken, all in favor.

B. Topic: Signing of Cooperative Agreements

Overview: Ms. Tyler, NNRLHRC Board Chair signed the Cooperative Agreements provided by the affiliates.

After the Cooperative Agreements were signed by Ms. Tyler, they were given back the affiliates so they could retain a copy for their files. The affiliates were asked to mail the last two pages from the original to the OHR (attn: Hillary Zaneveld).

C. Topic: Establish 2012 NNRLHRC meeting dates

Overview: The following 2012 meeting dates were established by the NNRLHRC board: January 10th, April 17th, July 10th and October 9th.

The January 10th meeting will be hosted by Brighter Futures; however the meeting location and time will remain the same.

Action: No vote required.

V. ADVOCATE'S REPORT

- Ms. Zaneveld will be the OHR Technical Advisor to the NNRLHRC.
- A memo was handed out regarding the process for providers seeking DBHDS approval for the addition of a new location of a licensed service in the same region. Ms. Zaneveld asked if the providers had any questions about this process, they did not. This memo was also handed out at our last meeting.
- Ms. Zaneveld asked if the providers had any questions about what needs to be reported in their investigation to the OHR, they did not.
- The OHR has hired a new Advocate, Ms. Narissa Rhodes.

VI. STANDING REPORTS

Topic: **General Information**

Discussion: Affiliates were asked to bring any issues that include resident information to be heard in closed session. The following affiliates read aloud their quarterly report to the board members and OHR:

- Brighter Furthers
 - Ms. James stated that their local Community Service Board (CSB) is having difficulties with customer service along with not providing alternative service choices to their customers/patients.
 - Ms. Tyler and Ms. Zanefeld recommended that Ms. James and some of the concerned customers/patients seek out the LHRC that that particular CSB is affiliated with and speak during their Public Comment segment.
- Chessen and Associates
- Opportunities for Growth
- Guiding Young Girls
- Alexander House
- Residential Living Options
- Newport News Behavioral Health Center
- CATCH
- Inner Circle
- Family Solutions

Note: Ms. Zanefeld reminded all the affiliates that their 4th quarter (Oct 1st – Dec 31st) data will be submitted along with their annual report (July 1st – Dec 31st) to the NNRLHRC board members and OHR prior to the next meeting (January 10th). Anything placed on your quarterly or annual reports is open to the public. Mr. Daye no longer requires a copy of the quarterly/annual reports.

Note: Annual seclusion/restraint reports are due to the VA Department of Behavioral Health and Developmental Services, Office of Quality Management, Attn: Director Marion Greenfield by January 15th.

VII. PUBLIC COMMENT

No Public Comment

VIII. CLOSED SESSION

Motion: At 3:00pm Ms. Rukin 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 review serious incidents from Alexander House, Family Solutions, and Newport News Behavioral Health Center pursuant to the regulations. Mr. Thompson seconded the motion. Vote was taken, all in favor.

IX. RECONVENED IN OPEN SESSION

Motion: At 3:50pm a motion was made by Ms. Rukin to reconvene into Open Session. Motion seconded by Mr. Thompson and each member so certified that to the best of each members knowledge only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS

Alexander House:

- No recommendations

Family Solutions:

- No recommendations

Newport News Behavioral Health Center:

- No recommendations

Topic: **Vote on two member floating committee**

Overview: The two member floating committee would be able to hear quarterly/annual reports, but would not be able to vote on any changes/affiliations by the providers.

Action: A motion was made by Mr. Thompson to approve the two member floating committee for the NNRLHRC. Motion was seconded by Ms. Rukin. Vote was taken, all in favor.

XI. MEETING SCHEDULE 2012 (2:00-4:00pm): January 10th, April 17th, July 10th, and October 9th

XII. NEXT SCHEDULED MEETING

The next regular LHRC meeting is scheduled for Tuesday, January 10, 2012 at 2:00pm at Newport News Behavioral Health Center

XIII. ADJOURNMENT

Ms. Tyler adjourned the meeting at 4:00pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/ja