

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

April 17, 2012

MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chair
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Timothy Russell	LHRC Member
Hillary Zaneveld	Office of Human Rights
Teresa James	Brighter Futures
Danielle Wade	Chessen and Associates
Sharayah Tornquist	Chessen and Associates
Heather Fisher	Family Solutions
Ednora Mason	Heart & Soul
Matthew Bradley	Heart & Soul
Bobby Bradley	Heart & Soul
Patricia Bills	Alexander House
Darnell Parker, Jr.	C.A.T.C.H
Simone Decker	Guiding Young Girls
Robert Stitt, Jr.	Inner Circle
Marcella Moore	Opportunities for Growth
Carey Chappell	Newport News Behavioral Health Center
Lavar Reynolds	Newport News Behavioral Health Center
Clarence Mayo	Faith Hope Care Provider
Vincent Hamilton	Faith Hope Care Provider
Barbara Farrell	Residential Living Options
Mina Mahok	Five Star Living
Ramon Corrales	Five Star Living
Edith Arandela	Five Star Living
ABSENT:	
Jill Adrian	Newport News Behavioral Health Center
Deborah Elliott	LHRC Member, Co-Chair

I. **CALL TO ORDER**

The meeting was called to order by Ms. Tyler, Chairperson at 2:08pm.

II. **REVIEW OF THE MINUTES**

The minutes for the meeting were reviewed. An amendment was made to include that Mr. Russell wanted added that he had requested from Ms. Zaneveld contact information for all committee members. A motion was made by Mr. Russell and seconded by Mr. Thompson that the Draft Minutes be approved as amended.

III. OLD BUSINESS

A motion was made by Mr. Russell and seconded by Mr. Thompson to change the Agenda to include Cooperative Agreements under Old Business.

Topic: Outstanding Cooperative Agreements were discussed. The following cooperative agreements were signed and given to Ms. Zaneveld during the meeting: Inner Circle, C.A.T.C.H., and Faith Home Care Provider. Chessen and Associates representative stated that the Cooperative Agreement had been signed and mailed to OHR; however, at the time of the meeting, Ms. Zaneveld had still not received it. Another cooperative agreement was given to the representative from Chessen and Associates. In addition, Faith Home Care Provider was reminded that they are at risk of losing LHRC affiliation if they miss another scheduled meeting.

IV. NEW BUSINESS

A motion was made by Mr. Russell and seconded by Mr. Thompson to add voting of new LHRC Committee Officers to New Business.

A motion was made by Mr. Russell and seconded by Mr. Thompson to add C.A.T.C.H. changing the age range of their targeted population to New Business.

Topic: Five Star Living is requesting affiliation with this LHRC. They presented their policies and procedures, behavior management plan, and rules of conduct. Ms. Zaneveld requested several changes to the policies and procedures as written. A motion was made by Mr. Russell and seconded by Mr. Thompson that affiliation be postponed until all edits are received by LHRC members.

Topic: Newport News Behavioral Health Center is requesting approval for a new Resident Point System and Level Freeze System. The information presented has been implemented on the Serenity Unit and the Project Valor Unit. LHRC members reviewed point sheet and how points will be given and utilized. LHRC members stated that there needed to be a consistent policy across all units by the next meeting. In addition, the policy states that residents will carry their own point sheets; however, this is inaccurate as staff will carry point sheets. A motion was made by Mr. Russell and seconded by Mr. Thompson that the new Resident Point System and Level System be approved with the policy being amended that the statement about residents carrying their own point sheets be removed. This system was approved only for Serenity Unit and Project Valor Unit.

Topic: C.A.T.C.H. reported that they are adding Mental Health Support Services to their current license. Their behavior management plan and policies and procedures remain the same. There was no action needed as they are only adding a service to their existing license.

Topic: Voting of new LHRC Officer Positions. A motion was made by Mr. Russell and seconded by Mr. Thompson for the following:

Chair-	Felicia Tyler
Co-Chair -	Timothy Russell
Secretary-	Robin Rukin

V. **ADVOCATE'S REPORT**

Ms. Zaneveld discussed the first regional training which occurred at Southeastern Virginia Training Center in April 2012 for LHRC members. She reported that another regional training may occur in September 2012.

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:

- Heart and Soul
- Newport News Behavioral Health Center
- Chesson and Associates
- Family Solutions
- Opportunities for Growth
- Brighter Futures
- C.A.T.C.H
- Inner Circle
- Alexander House
- Guiding Young Girls
- Faith Hope Care Providers
- Residential Living Options

Note: Ms. Zaneveld reported that members are not receiving reports from affiliates as requested. Reports are to be received at least two weeks prior to the scheduled meeting.

VII. **PUBLIC COMMENT**

No Public Comment

VIII. **CLOSED SESSION**

Motion: At 3:35 pm, 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 Residential Living Options, Family Solutions, and Newport News Behavioral Health Center, pursuant to the regulations. Mr. Russell seconded the motion.

IX. **RECONVENED IN OPEN SESSION**

Motion: At 4:35 pm, a motion was made by Mr. Russell 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

Residential Living Option:

- No recommendations

Family Solutions:

- No recommendations

Newport News Behavioral Health Center:

- No recommendations

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

XII. NEXT SCHEDULED MEETING

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

XIII. ADJOURNMENT

Ms. Tyler adjourned the meeting at 4:40pm

RESPECTFULLY SUBMITTED: Felicia Tyler, Chairperson

FT/rr