

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

Draft – October 9, 2012

MINUTES

PRESENT:	
Felicia Tyler	LHRC Member, Chair
Tim Russell	LHRC Member, Co-Chair
Robert Thompson	LHRC Member
Deborah Elliott	LHRC Member
Hillary Zaneveld	Office of Human Rights
Timothy Jones	Office of Human Rights
Patricia Bills	Alexander House
Suzanne Loughman	C.A.T.C.H
Danielle Wade	Chessen and Associates
Christopher Taggart	Cornerstone Support Services
Trey Cave	Cornerstone Support Services
Clarence Mayo	Faith Hope Care Provider
Heather Fisher	Family Solutions
Mina Malok	Five Star Living
Ramon Corrales	Five Star Living
Simone Dreher	Guiding Young Girls
Daniel Brown	Guiding Young Girls
Ednora Mason	Heart & Soul
Matthew Bradley	Heart & Soul
Robert Stitt, Jr.	Inner Circle
Chris Ruble	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
Pierre Ames	Opportunities for Growth
Gregory Smith	Residential Living Options
ABSENT:	
Robin Rukin	LHRC Member, Secretary
Teresa James	Brighter Futures
Tina Jones	Transitions Training & Development

I. **CALL TO ORDER**

The meeting was called to order by Mr. Russell, Co-Chairperson at 2:02pm.

II. **REVIEW OF THE MINUTES**

The minutes for the July 10, 2012 meeting were reviewed. A motion was made by F. Tyler to accept the minutes as written. Motion was seconded by D. Elliott. Vote was taken, all in favor.

A motion was made by F. Tyler to add quarterly reports submission under old business and move the Freedom of Information Act training number XII, prior to the adjournment on the October 9, 2012 agenda. Motion was seconded by D. Elliott. Vote was taken, all in favor.

III. OLD BUSINESS

Topic: Submission of quarterly reports. F. Tyler explained to the committee that quarterly reports are still not being received by the board members or OHR a week prior to the NNRLHRC meeting. Technically quarterly reports received at the meeting do not have to be read / acknowledged by the committee; because sufficient time has not given to the board members and OHR to review the data.

Action: No quarterly reports will be accepted at the next NNRLHRC meeting, unless an agreement has been made in advance and acknowledged by all board members and OHR. All affiliates must mail their quarterly data to the board members and OHR no later than one week prior to the scheduled meeting. If the quarterly report is not provided, OHR will be notifying their licensing representative.

IV. NEW BUSINESS

Topic: Guiding Young Girls briefed their Therapeutic Day Treatment Program.

Action: A motion was made by F. Tyler to grant affiliation to Guiding Young Girls Therapeutic Day Treatment program. Motion was seconded by R. Thompson. Vote was taken, all in favor.

Topic: T. Russell, NNRLHRC Co-Chairperson has submitted his application to the State Human Rights Committee. Mr. Russell will find out October 10, 2012 if he has been confirmed.

Action: NNRLHRC affiliates were asked to start looking for candidates to be interviewed in case Mr. Russell leaves our committee.

V. ADVOCATE'S REPORT

New advocate, Timothy Jones was introduced to the committee. Mr. Jones started July 10, 2012 with the OHR. He will be taking over in 2013 for Ms. Zaneveld as our OHR liaison.

OHR will be conducting regional training for the LHRC board members. The training will be held on November 8, 2012 from 9:00am to 12:00pm at Eastern State Hospital, Bldg. 3 Auditorium. The training is specifically for LHRC board members that have not been trained in the last 3 years.

Ms. Zaneveld handed out the amended Virginia state code for "Rights of Individuals Receiving Services." The Virginia state code is now inline with the human rights regulations.

Ms. Zaneveld also handed out helpful guidelines (recommendation not a requirement) the OHR looks for when receiving submissions of abuse / neglect / exploitation / compliant reports. Please make certain when sending out the appeal notice letters, that you have the correct address for Mr. Daye.

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:

- Alexander House
- C.A.T.C.H
- Chessen and Associates
- Cornerstone Support Services
- Faith Hope Care Providers
- Family Solutions
- Five Star Living
- Guiding Young Girls
- Heart and Soul
- Inner Circle
- Newport News Behavioral Health Center
- Opportunities for Growth
- Residential Living Options

VII. PUBLIC COMMENT

Ms. Deborah Elliot (NNRLHRC Board Member) handed out information about an upcoming workshop “Exploring Refugee Mental Health Screening in your Organization” on November 14, 2012. The workshop will be held at the Holiday Inn Patriot, 3032 Richmond Road, Williamsburg, VA 23185 from 9:00am – 1:00pm. For more information about this workshop go to, <http://www.refugeehealthta.org/webinars/mental-health-screening-and-care/tools-and-strategies-for-refugee-mental-health-screening-introducing-the-rhs-15-2/>

VIII. CLOSED SESSION

Motion: At 2:52pm, F. Tyler 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, Guiding Young Girls, Residential Living Options, Family Solutions, and Newport News Behavioral Health Center, pursuant to the regulations. R. Thompson seconded the motion.

IX. RECONVENED IN OPEN SESSION

Motion: At 4:29pm, a motion was made by R. Thompson to reconvene into Open Session. Motion seconded by D. Elliott 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:

- Check policies to make sure staff knows their responsibilities regarding AWOL procedures.
- Affiliate to report to NNRLHRC what occurred in response to WAVY TV 10. To make sure the client's confidentiality was not violated.

Alexander House:

- No recommendations

Guiding Young Girls:

- Correct and resubmit 3rd quarter data prior to the next scheduled NNRLHRC meeting.

Family Solutions:

- Correct and resubmit 3rd quarter data prior to the next scheduled NNRLHRC meeting.

Newport News Behavioral Health Center:

- No recommendations

XI. A motion was made by R. Thompson to set the 2013 NNRLHRC meeting dates to January 8, April 9, July 9, and October 8. Motion was seconded by D. Elliott. Vote was taken, all in favor.

XII. FOIA training was provided to all the NNRLHRC board members by OHR, Mr. Jones.

XIII. NEXT SCHEDULED MEETING

The next regular NNRLHRC meeting is scheduled for Tuesday, January 8 th , 2013 at 2:00pm at Newport News Behavioral Health Center. Refreshments provided by Alexander House.

XIV. ADJOURNMENT

Mr. Russell adjourned the meeting at 4:30pm

RESPECTFULLY SUBMITTED: Timothy Russell, Co-Chairperson

TR/jma