

Norfolk Regional Local Human Rights Committee Minutes

Date of Meeting: January 5, 2008

**Denotes attendance at this meeting*

Committee Members: Cheryl Layman-Chairperson*
Babette Robinson - Secretary*
Dr. Giovanni Scott- Vice-Chairperson*
Brian Gretzler-member*

Office of Human Rights: Stewart Prost, Office of Human Rights*

Other Attendees: n/a

Program Affiliates: Neighbor To Family
Ashanti House

Temporary Program Affiliates: Alliance of Community Provisions
Community Group Home
Giving Hearts, LLC
Brighton's Garden

I. Call to Order: Vice-Chairwoman Dr. Giovanni Scott called the meeting to order at 11:15 am at Community Personal Care

II. Motion to Approve Agenda

The committee approved the agenda.

III. Approval of Minutes: minutes were approved

IV. Advocate's Report

Mr. Prost started that the committees in need of another member (a consumer). A person qualifies as a consumer if they receive or have received any MH/MR/SA services within the past five years or are currently receiving this service. Anyone who may know some one who is interested is encouraged to contacted Mr. Prost to begin the application process.

Mr. Prost reminded all affiliates that new Human Rights Polices are due to his office no later than 3/1/08. An email notification that a program's policies have been revised needs to be sent to Margaret Walsh, not the policies themselves. These polices must also be emailed to Margaret Walsh at the state office.

Committee members will have a training with Stewart Prost on February 9, 2008 at Community Personal Care.

V. Public Comment

There was no public comment

VII. Program Reports-Current Affiliates

Name of Program: Neighbor To Family
Number of Clients: 0
Staff to Client Ratio: 0
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none
Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

Name of Program: Ashanti House
Number of Clients: 3
Staff to Client Ratio: 2:3
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none
Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

Name of Program: Giving Hearts, LLC
Number of Clients: 0
Staff to Client Ratio: 0
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none
Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

Name of Program: Brighton's Gardens
Number of Clients: 0
Staff to Client Ratio: 0
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none

Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

Name of Program: Community Groups Home (The Healing Place)
Number of Clients: 0
Staff to Client Ratio: 0
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none
Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

Name of Program: Alliance of Community Provisions
Number of Clients: 0
Staff to Client Ratio: 0
Program Changes: none
Addition of New Programs: none
Administrative Changes: none
Policy Changes that Impact of Clients in the Program: none
Changes in Handbooks Once Approved by the LHRC: none
Number of Complaints or Abuse Cases: none
Use of Restraint or Seclusion: none
Licensure of Human Right Reviews: none

VIII. Requests for Affiliation

Achiever's House,

- Ademola Adelugba presented his program, and was granted temporary affiliation. Human Rights Policies, Behavior Management Policies and Program rules were approved.

Temporary Affiliation was continued for the following programs

- Alliance of Community Provisions
- Community Groups Home
- Brighton's Garden
- Giving Hearts, LLC

VIII. Administrative Issues

Affiliates are asked to stay for a brief meeting to discuss housekeeping issues

IX. Schedule of Meetings

The next meeting of the Norfolk LHRC is scheduled for April, 16, 2008 at 6:30 pm at Community Personal Care.

X. Adjournment

The meeting was adjourned by Chairperson Cheryl Layman at 12:15 pm

Submitted by:

Approved by:

Lisa Duez
Recorder and & Support

Dr. Giovanni Scott
LHRC Committee Secretary