

Norfolk Regional Local Human Rights Committee Minutes

Date of Meeting: October 27, 2007

**Denotes attendance at this meeting*

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

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

I. Call to Order: Chairwoman Cheryl Layman called the meeting to order at 4:45 pm at Community Personal Care

II. Motion to Approve Agenda

The committee approved the agenda presented by Mr. Prost

III. Approval of Minutes: minutes were approved

IV. Advocate's Report

Mr. Prost states that Human Rights polices were revised on 9/19/07. Programs will need to have revised polices to the Office of Human Rights (Eastern State Hospital) by 3/1/08. After 12/1/07, any compliance issues will be judged under the new regulations. There is training for new human rights on 11/6/07 at Eastern State Hospital. Providers will receive a copy of news regulations in word to commit member and a matrix. Training information is also available on DMHMRSAS website.

V. Public Comment

There was no public comment

VII. Program Reports-Current Affiliates

Name of Program: Neighbor To Family

Number of Clients: 4

Staff to Client Ratio: 4:1

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 day, 1:3 night

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

The following programs were granted continuation (90 days) of temporary affiliation:

- Alliance of Community Provisions
- Community Groups Homes LLC

VIII. Requests for Affiliation

Brighton's Garden: Jean Chapman

Temporary Affiliation Granted

Behavior management Plan, Human Rights Polices and Rules of Conduct

Approved

Giving Hearts, LLC: Al Steward

Temporary Affiliation Granted

Behavior management Plan, Human Rights Polices and Rules of Conduct

Approved

VIII. Administrative Issues

Providers are asked to submit a program report a teach meeting. This will be emailed by Lisa Duez, Secretary prior to each meeting. It is requested that providers bring a copy to each meeting.

IX. Schedule of Meetings

The next meeting of the Norfolk LHRC is scheduled for Saturday, January 5th at 11:00 am at Community Personal Care.

X. Adjournment

The meeting was adjourned by Chairperson Cheryl Layman at 5:40 pm

Submitted by:

Approved by:

Lisa Duez
Recorder n & Support

Dr. Giovanni Scott
LHRC Committee Secretary