

**DRAFT**

**Norfolk Regional Local Human Rights Committee Minutes**

**Date of Meeting:** July 8, 2008

**\*Denotes attendance at this meeting**

**Committee Members:** Cheryl Layman-Chairperson\*  
Dr. Giovanni Scott- Vice-Chairperson\*  
Brian Gretzler-member\*  
Kelly Wilson-member\*

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

**Other Attendees:** n/a

**Program Affiliates:** Neighbor To Family  
Ashanti House  
Community Group Home  
Brighton Garden

**Temporary Program Affiliates:** Alliance of Community Provisions  
Queen's House  
Giving Hearts, LLC

**I. Call to Order:** Chairwoman Cheryl Layman called the meeting to order at 6:45 pm at Community Personal Care

**II. Motion to Approve Agenda:** The committee approved the agenda.

**III. Approval of Minutes:** The minutes were approved.

**IV. Advocate's Report**

Mr. Prost stated there was a delay in info being relayed due to the fact that the secretary has been out. There will also be a new LHRC training scheduled for September 10, 2008. All the policies and procedures are current with compliance according to the September 2007 revisions. In the past few months all of the scheduled HR reviews have been completed.

**V. Treasurers Report**

Treasurer not in attendance-report tabled.

**V. Public Comment:** There was no public comment

**VI. Program Reports-Current Affiliates**

**Name of Program: Neighbor To Family**

Number of Clients: 8

Staff to Client Ratio: 1:8

Program Changes: none

Addition of New Programs: in home

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 or Human Right Reviews: due by end of week

**Name of Program: Ashanti House**

Number of Clients: 5

Staff to Client Ratio: 5:2

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 or Human Right Reviews:

**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 or Human Right Reviews: licensed by Mr. Riddick, will bring license to October meeting-Open House July 21

**Name of Program: Brighton Gardens, LLC**

Number of Clients: 0

Staff to Client Ratio: 1:4

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 or Human Right Reviews: none

**Name of Program: Community Groups Home (The Healing Place)**

Number of Clients: 1

Staff to Client Ratio: 2:1

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 or 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 or Human Right Reviews: none

**Name of Program: Destiny's House**

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 or Human Right Reviews: recommended for license on 7/7/08; renewal of temporary affiliation.

**Name of Program: Achiever's House**

Number of Clients: 1

Staff to Client Ratio: 3:1

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 or Human Right Reviews: none

**Temporary affiliation was extended to the following programs:**

Alliance of Community Provisions

Giving Hearts, LLC

Queen's House

Destiny's House

**VIII. Requests for Affiliation**

**Positive Pathways: Represented by Deleshia Williams; intensive In-home component; open to girls and boys up to 21 years old; since May 2000 only 4 restraints; no hands on-only if child is in danger; believes that external and internal factors affects kids; offers therapeutic services; trained through CPI; offers 294 services –juvenile justice; granted temporary affiliation-motion approved and seconded.**

**Dominion Day Services: Represented by Darius Brown and Johnny Hunter:** therapeutic day treatment; school-based services in Richmond; children ages 5-12 who are diagnosed as emotionally disturbed; will initiate an after-school program in the summer of 2009 once client base has been established; uses level system(1)orientation-30 days(2)treatment plan-5 targeted objectives(3) every 90 days move up a level(4) point system-give patient a time frame(5) 18 months to generate a noticeable change in behavior; advocate is notified of complaints-formal and informal within a 24 hour period; parent or guardian give a list of numbers to pursue a grievance; management plan and program rules to be sent by email; motion for temporary affiliation moved and seconded.

**Virginia Baptist Children's Home:** represented by Crystal Burgess; deals with children with intellectual disabilities in a supportive residential environment; maximum of 3 residents; in-home care in Virginia Beach-current family is going to will the dwelling to organization; one-on-one care-only uses tova restraint system; treatment contingent on a case by case scenario-caregiver will be readily accessible for weekly visits lasting several hours; actual Human Rights policy and procedure missing-temporary approval granted pending submission of additional rules; motion for temporary affiliation granted and seconded pending changes.

**Family and Youth Foundations Counseling Services:** Represented by Leon Sankofa; males and females ages 7-18 with disabilities who are considered at-risk and have been removed from their homes; has 8 program rules; primarily uses the CPI method of restraint-only would use other means of restraint if the patient was in immediate harm or danger; must make changes to CPI method into report; granted temporary affiliation.

**Destiny's House:** Represented by Patricia Harris and Linda Woods; sent in changes which were approved.

#### **VIII. Administrative Issues**

Affiliates met on May 21, 2008 at Community Personal Care- selected officers:

Lisa Duez -Liaison

Sondre' Fleming -Secretary

Mr. Opuku- Treasurer

The committee voted to retain all the present officers until the next fiscal year which ends in July 2009.

The fee for the new affiliates will be \$250.00 annually.

The treasurer's report will be e-mailed.

**IX. Schedule of Meetings**

Meetings for the remainder of the year:

October 14, 2008, 6:30 pm

January 13, 2009, 6:30 pm

All meetings will be held at Community Personal Care

**X. Adjournment**

The meeting was adjourned by Chairperson Cheryl Layman at 8:10 pm

Submitted by: Approved by:

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Sondre' Fleming/ Deborah Scoggins  
Recorder and & Support LHRC Committee Secretary