

**NORTHERN VIRGINIA
REGIONAL LHRC COMMITTEE MEETING**

MAY 4, 2009

Members Present: Sue Lowry, Chair, Mary Grady-Griffith, Rob Jones, Norma Lester, Linda Muniz

Members Absent: Bruce Jennings

Advocate Present: Deb Lochart, Regional Advocate

Guests Present: Karen Taylor, Natural Horizons Wellness Ctr.
Stan Stokes, Bridging the Gaps
Lisa Snyder, For Children's Sake
George Rathbone & Alan Rathbone, DSA

Call to Order:

The Chair called the meeting to order at 6:40 PM.

Guests:

The Chair determined that the order of the agenda would be changed to accommodate the guests and their presentations first.

Mr. George Rathbone, Licensed Professional Counselor, representing Developmental Support Associates (DSA), LLC, presented information to the Committee regarding DSA's service and philosophy, and their Human Rights Policy & Procedures Manual. Mr. Rathbone also introduced DSA's Operations Coordinator, Mr. Alan Rathbone. DSA is a privately funded provider and plans to offer community respite services for vulnerable adults with disabilities. Once DSA attains their license, they also plan to work closely with schools. Mr. Rathbone stated that his system for notification of rights to his adult clients with disabilities includes words, photographs, and sign offs.

Deb Lochart asked Mr. Rathbone to change the Advocate's telephone number, on page 54 in DSA's Human Rights Manual to #2098 instead of #2097.

Ms. Lisa Snyder, representing For Children's Sake of Virginia, presented information on their Core Program of intensive in-home services for children under 18 years old. They recently received a license for an

emergency diagnostic center for children aged 5 to 12 years. This program is set up as a short term residential placement for up to 3 months, but can be extended for up to 6 months in critical situations.

Mr. Stan Stokes from Bridging the Gaps, along with Ms. Karen Taylor, Natural Horizons Wellness Center, presented information on a joint venture between the two services. Bridging the Gaps of Winchester Virginia is an outpatient substance abuse program. Natural Horizons of Fairfax Virginia is an outpatient wellness center integrating medicine, dentistry and naturopathy. This new joint venture will look at the physiology of addiction and will treat the medical side as well as mental functioning.

Deb Lochart reminded the individuals that whenever they post human rights information in their place of business, they must list the Advocate's name and telephone number.

Sue Lowry asked the guests to wait in the Lobby while Committee members moved forward into discussion. At 7:05 PM, the Committee went into executive session pursuant to Virginia Code 2.2-3711 A, paragraph 4, to protect the privacy of individuals in matters not related to public business. The Committee exited executive session at 7:10 PM, and all members certified that only topics covered by the aforementioned Code Section had been discussed. All three providers were unanimously approved by the Committee. The guests re-joined the Committee and Committee members welcomed them into the NOVA Regional LHRC affiliation of services. Sue Lowry distributed application agreements and informed the providers of the mandatory meeting to be held in November, at which time they would need to submit their quarterly reports. Deb Lochart will send out a letter to each venter verifying their approved status.

There being no further business with the three providers, they departed from the meeting.

At 7:20 PM, Lana Hurt, Program Manager from the Northern Shenandoah Valley Wall Residences, joined the Committee. The Committee went back into executive session pursuant to Virginia Code 2.2-3711 A, paragraph 4, & 15, for the protection of the privacy of individuals in personal matters not related to public business, and discussion or consideration of medical and mental records. Service summaries and meeting notes were reviewed. At 7:50 PM, the Committee exited executive session, and all members certified that only

topics covered by the aforementioned Code Sections had been discussed. Ms. Hurt agreed to notify Deb Lochart of new clients via monthly e-mails, and Deb will share this information with Sue Lowry, Committee Chair.

There being no further business with Ms. Hurt, she departed from the meeting.

Minutes:

The February 2, 2009 minutes were reviewed and a motion was made and seconded to approve them. The motion unanimously passed.

Advocates Report:

At 7:55 PM, the Committee went back into executive session pursuant to Virginia Code 2.2-3711 A, paragraph 4, for the protection of the privacy of individuals in personal matters not related to public business. The Advocate's report was presented. At 8:05 PM, after the report from the Advocate, the Committee exited executive session, and all members certified that only topics covered by the aforementioned Code Section had been discussed.

Budget:

The Chair reported that she spent \$42.20 in expenses related to NOVA Regional LHRC business this past quarter, and reported an account balance of \$3,561.11. Ms. Lester verified the expenses and signed confirmation.

The Chair reported that Chris Mackey from Beyond Behaviors returned a check to her from Braley & Thomas due to the bank not being able to verify reimbursement. All future provider fee checks must be made out to NOVA Regional LHRC c/o Beyond Behaviors. Sue will return the check to Braley & Thomas with a note requesting that they re-address the check.

The Committee agreed to charge a pro-rated fee of \$33 to the 3 provider guests who attended the meeting since they were not affiliated for the full year.

Old Business:

Mandatory meeting information will be e-mailed to providers this year. The Committee will determine who will be responsible for various tasks at the September Committee meeting.

New Business:

Discussion of the Mission Statement was postponed for full Committee input.

Sue presented the slate of NOVA Regional LHRC Committee Officers for the coming year. Mary Grady-Griffith motioned to keep the officers as currently established, and Rob Jones seconded this motion. The following officers were approved for the coming year: Sue Lowry, Chair, Norma Lester, Vice-Chair, and Linda Muniz, Secretary.

Committee members suggested a retreat be held during the summer months to discuss appropriate disbursement of money, visiting providers and other possible innovative ideas for the Committee to pursue. Mary Grady-Griffith agreed to host the retreat at her home. She will send out possible dates to Linda Muniz who will notify all Committee members to determine a date when all members would be available.

The meeting adjourned at 8:25 PM.

Linda J. Muniz, Secretary
NOVA Regional LHRC

Approved:

Susan R. Lowry, Chair
NOVA Regional LHRC