

**Northern Virginia Regional
Local Human Rights Committee
Monday February 5, 2007 at 6:30pm
NVTC, Building #1, Executive Conference Room**

Committee Members:	Status	Committee Members:	Status
Amy Ashley	present	Ann Pascoe	present
Mary Griffith	present-late	Michelle Petrini	present
W. Bruce Jennings	present	Suzanne Schuler	absent
Norma Lester	present	Human Rights Advocate	Status
Sue Lowry	present	Deb Lochart	present

General Attendance: n/a

Call to Order: The meeting was called to order at 6:45pm

Meeting Minutes: The meeting minutes from the December meeting were reviewed and approved with two minor changes noted. **Non Compliant Program status:** St. Coletta of Greater Washington remains non compliant- review letter sent certified 2/1(CC to Licensing). If this program contacts the Regional Human Rights Advocate (RHRA), they will be required to attend the March meeting to discuss their non compliance status. Phoenix N Peace also remains non compliant- review letter sent certified 2/1 (CC to Licensing). If this program contacts the RHRA, they will be required to attend the March meeting to discuss their non compliance status. Programs that do not respond will be considered non compliant and will no longer be affiliated with the NOVA Regional LHRC. Copy of Affiliation Agreement received by Institute for Family Centered Services of NOVA. Another email sent with no clear response as the initial contact person has changed. Still awaiting clarification.

General LHRC Business:Human Writes Newsletter was reviewed and the following items were highlighted; NOVA Regional LHRC was again represented in the newsletter. The LHRC discussed the success of the Mandatory Annual Meeting. SHRC openings- those interested may apply using the application form found at the end of the newsletter. SHRC Volunteer Recognition Luncheon and nominees to attend. The LHRC nominated the Chair- Ms. Pascoe, to attend the luncheon on behalf of the LHRC.

Application/ Renewal Form information. All program information updated in our data base. All programs except for one (Adolescent and Family Growth) indicated the name of their licensing specialist. The Chair will continue to follow up with Adolescent and Family Growth. The following programs indicated that they utilize restrictive behavior plans: WMTC, FMTC, Estelle Place. North Spring did not answer this question and has not yet responded to two of the Chair's email requesting clarification. In addition, Residential Youth Services indicated that they utilize a point system.

Reports due to LHRC. Paperwork has been received from many of the affiliated programs per the new requirements put forth at the Mandatory Annual Meeting. The committee discussed how to best track and monitor the paperwork. The Chair and Secretary will track the items received. Committee members will be assigned several programs to review the materials and report back to the committee. The materials will be distributed at the March meeting.

LHRC dues. The committee discussed the potential of increasing the current dues in order to be commensurate with the region and to better meet the needs of the LHRC. Proposed items needed

for the LHRC include a cell phone (the Chair will examine cost and ability to purchase a phone for the committee) and lap top, printer and service contract for the Chair use, clerical assistance, etc. The committee recognized the potential need for an annual budget in order to appropriately document and spend dues. The committee will table the issue to a later meeting. The purchase of a cell phone and/ or computer will be revisited at the next meeting.

Advocates Report:

A motion was made by Ms. Lowry and seconded by Ms. Petrini that the committee enter Executive Session pursuant to VA.CODE 2.2.3711 (A) (15), for the protection of the privacy of individuals and their records in personal matters not related to public business. All members voted to enter Executive Session. In addition, each member certified that to the best of their knowledge that only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed and considered. All members voted to exit Executive Session. No formal complaints were discussed by the RHRA. The committee has asked the RHRA to conduct a tour of Ethos Foundation. The Vice-Chair and Secretary would like to accompany the RHRA on the tour. The RHRA will contact the Vice-Chair and Secretary via email to set up a date and time. The RHRA will submit the bylaws to the SHRC at the next meeting. Agenda items for the SHRC meeting must be submitted by 2/22. The Chair will email the final draft of the bylaws to the RHRA.

By Law Subcommittee:

Additional changes were made since the last approved bylaws. A correction was made regarding the RHRA role to the LHRC. In addition, the Affiliation Agreement information was added to the bylaws, along with an addendum which will include the Affiliation Agreement. All members agreed upon and voted to approve the new and final draft of the bylaws which will be submitted to the SHRC for final approval.

Adjourn:

The meeting was adjourned at 8:50pm. The next meeting will be held March 5, 2006 at NVTC, Building One, Executive Conference Room at 6:30pm.