

DRAFT MINUTES
LOCAL HUMAN RIGHTS COMMITTEE OF NVTC
Meeting February 5, 2009

Members Present: Helen Adamchak, Jane Burns, Peter Black, Valerie Burton, Joseph Caturano, Frank Doyle, Tony Grimm, Ron Kerns, Tracy Ormes, Tracy Self, Rev. Gerald Vaiden

Also Present: Mary Towle, NVTC Advocate

Present for a Portion of the Meeting: Mark Stevens, VOPA

Members Absent: None

The Committee met in the main conference room of Building One at NVTC. Members began gathering at 9:30 AM to review documentation on incident reports; Mr. Mark Stevens of VOPA joined the meeting, and the Committee welcomed Mr. Joseph Caturano as a new member.

At 10:00 Chair Valerie Burton called the meeting to order and opened the public comment period. At 10:05, the minutes, after several corrections had been made, were approved by the Committee. At the same time, no members of the public having appeared, the Chair closed the public comment period.

The Committee then reviewed the Transportation Report, including followup on a December incident. Next, the Committee reviewed the Staffing Report, noting that the census of 172 was unchanged from last month, and that there were 27 positions in recruit, compared to 25 last month. The report indicated 5 confirmed hires for the 2/25/09 training class, raising the question of whether the 5 confirmed hires are reflected in the figures for 'positions filled' or 'positions in recruit'. In addition, the Committee asked for clarification of the terms 'operational' and 'preferred'.

At 10:23 the Committee went into executive session, pursuant to Virginia Code section 2.2-3711A, to review critical incident reports, behavior and med plans. At that time, Mr. Stevens exited the meeting.

At 10:28, Mr. Wren Griffith of the NVTC staff joined the meeting to report on critical incidents; the Committee asked for updates at the next meeting, on two incidents.

At 11:08 Mr. Griffith departed and the psychology staff arrived and presented the behavior treatment plans. Dr. Sherer arrived at 11:25, to present a med plan. At 12 noon Dr. Sherer and the psychology staff departed, at which time the Committee exited executive session, each member having certified that they "heard, discussed or considered only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened."

The Committee commenced lunch at 12 noon; shortly thereafter, Mr. Stevens rejoined the meeting. At 12:23, the Committee still being in open session, Mary Towle gave a report on aspects of the gymnasium remodeling/renovation, and how NVTC can prepare to accommodate its growing geriatric population.

At 12:35, the Committee voted to give final approval to:

3 quarterly behavior plans

2 annual behavior plans

and interim approval to:

1 medication plan

1 annual behavior plan

The Committee then began its review of the Medication Variance Report documentation, and was joined at 12:56 by Mr. John Burton of the NVTC staff, substituting for Deb Tatum. Questions were raised about the "Contributing Factor" category in the written report, and it was noted that Ms. Tatum will give her comprehensive report, which originally had been scheduled for this meeting, at next month's meeting; at that time these questions may be addressed.. The Committee was also informed that a revised reporting form will be provided to the Committee at the next meeting. Questions were also raised about a specific variance (Outcome Category 6). The Committee was advised that corrective action had been taken in accordance with the "Just Culture" understanding; nevertheless, the Committee asked for a followup report and additional discussion at the next meeting.

At 1:50 the Committee went into executive session pursuant to Virginia Code Section 2.2-3711A, in order to review the Advocate's Report; the followup actions from last month's incident reports; and the Respite Report. In her Advocate's Report, Mary Towle advised that she had contacted a client with reference to an incident the Committee had reviewed last month, regarding the client's treatment regimen, and she will ask the nurse involved to speak with the client.

At 1:55 Peter Black departed the meeting.

Regarding the Respite Report, it was noted that there had been a total of 28 census days for 4 residents receiving respite care from 12/29 /08 to 2/2/09.

Regarding Home Rules, which had been discussed at last month's meeting, the Committee was advised by Mary that NVTC staff may decide that Home Rules may be unnecessary.

At 2:20 the Committee exited executive session, each member having certified that the appropriate section of the Virginia FOIA, previously referred to, had been observed.

The meeting then concluded.

The next meeting is scheduled for March 5, 2009.

Respectfully submitted,

Frank Doyle.
Secretary