

OCEAN VIEW REGIONAL LOCAL HUMAN RIGHTS COMMITTEE

Minutes (Draft)

Date of Meeting: Monday, July 23, 2012

- **BOARD MEMBERS PRESENT:**

- Debbie Coley - Chairperson
- Michael Vann - Member
- Odulia Brown - Member
- Rosalyn Wiggins - Member
- Barbara Johnson - Member

- **OTHERS PRESENT:**

- Reginald Daye - Regional Advocate
- Tim Jones - Human Rights Advocate

- **OTHERS IN ATTENDANCE**

- Charlene Wimbush - Dreamz, LLC
- Ann Welch - Sister's Choice

- **AFFILIATES PRESENT:**

- B&M Group Homes, LLC - Wanda Scarbough
- Compasion, LLC - Leteacia Sessoms
- Divinely Directed Services - Crystal Hoffer, Sharon Foster
- Essential Family Services - Jartu Wahee
- Faith, LLC - Kinisha Greene, LaTasha Maul
- Family Determination, LLC - Terry A. Jackson
- Jen & C Home Care - Narcisa B. Dela Cruz
- Neighborhood Empowerment and Transformation - Yvonne Williams
- Renaissance Family Care, LLC - Elijah Sharp
- United Methodist Family Services - Adalay Wilson

CALL TO ORDER:

The Chair of the LHRC, Ms. Debbie Coley, called the meeting to order at 10:04 AM for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee. The meeting was at the United Methodist Family Services In Home Family Services Program, located at 815 Baker Road, Virginia Beach, VA 23462. Affiliates introduced their organizations and remarked about the services they provided.

REVIEW AND APPROVAL OF AGENDA

July 23, 2012 Agenda was reviewed and amendments were made.
(Amendment: add Renaissance Family Care, LLC.

Action: Ms. Wiggins made a motion to approve the agenda as amended.

Second: Ms. O. Brown

Vote: Unanimous

REVIEW AND APPROVAL OF MINUTES: The April 23, 2012 LHRC minutes was reviewed and amendments were made.

(Amendments - Devinely properly spelled Divinely and Renaissance Family Care, LLC added to Affiliates present)

Action: Ms. Wiggins made a motion to approve the minutes as amended.

Second: Ms. Brown

Vote: Unanimous

PROVIDER REPORTS: All providers noted below went over their 2nd quarter 2012 (04/01/2012- 06/30/2012) reports during the meeting:

1. *B & M Group Home -4 individuals 0 Status of Allegations of Abuse and Neglect, 0 Status of Complaint Cases*
2. *Compassion, LLC – Individuals 171 admissions, 0 allegations, 9 restraints. .*
3. *Divinely Directed Services – 6 individuals, 0 admissions, 0 allegations. 0 discharges*
4. *Essential Family services –8 individuals, 2 admissions 1 Status of Allegations of Abuse and Neglect.*
5. *Faith, LLC-0 individuals, 0 admissions, 0 Status of Allegations of Abuse and Neglect.*
6. *Family Determination, LLC- 25 individuals, 0 admissions, 0 allegations of Abuse and Neglect 0 Status of Complaint Cases.*
7. *JEN & C Home Care – 4 individuals, 0 admission, 0 Allegations of Abuse and Neglect.*
7. *Neighborhood Empowerment and Transformation Report Quarter – 4 individuals, 0 admissions, 1 allegations of Abuse and Neglect, restraint.*
9. *Renaissance Family Care- 0 individuals, 0 admission, and 0 Allegations of Abuse Neglect.*
10. *United Methodist Family Services In Home Family Services Program - 0 individuals, 0 admission, and 0 Allegations of Abuse Neglect.*

REMARKS FROM THE REGIONAL ADVOCATE: Mr. Daye reminded the affiliates about the new procedures around reporting deaths and serious incidents to DBHDS Central Office-Human Rights and Licensure in Richmond. Those reports no longer come to his office. The full reporting procedure is documented in a memo to all providers located on the DBHDS web site in July 2012. <http://www.dbhds.virginia.gov/documents/forms/3218eLIC.pdf>. Mr. Daye also reminded affiliates of the procedure for notifying the committee of the expansion of an already licensed and affiliated service. The full procedure for this is found in a memo to all providers on the DBHDS web site dates 8/12/2011. Mr. Daye also recommended that providers read and familiarize themselves with their Policies and Procedures. In addition, Mr. Daye introduced a new Human Rights Advocate Mr. Tim Jones.

Essential Family Service's representative (Jartu Wahee) was asked if they had submitted a Cooperative Agreement for their attendance, which they provided. Mr. Daye asked representative to mail original copy to his office.

Mr. Daye informed those in attendance that Intensive Community Outreach Services was no longer licensed and is therefore no longer affiliated with the committee.

Mr. Daye informed providers in attendance that United Methodist Family Services would no longer be licensed to provide In Home service, effective 07/01/2012. Therefore a new meeting location would be required after the next meeting (October 23, 2012). United Methodist Family Services agreed to host and provide refreshments for the October 23rd meeting and will receive reimbursement from the new treasurer. It was agreed that Compassion would host the meetings in 2013. (Dates will be determined at October 22nd meeting). Compassion address is 5700 Thurston Avenue, Virginia Beach, VA 23455, telephone number (757) 965-7450. Also, because United Methodist Family Services were providing treasurer support to the committee, a new treasurer was selected, Ms. De LaCruz from JEN & C Home Care.

NEW BUSINESS:

- Compassion, LLC requested to add Mental Health Services for individuals 16 and above. It was motioned and properly seconded. For information purposes only Compassion, LLC added Craddock Middle School, Maury High School and Vision Center.
- Dreamz (Charlene Wimbush) were granted affiliation. The LHRC did not approve the behavioral management policy. The program needs to make major revisions to their policies and resubmit to Mr. Daye and committee members. The revision must include a cover letter with recommended changes indicated. The revision must be resubmitted at least two weeks prior to next meeting. They were asked to remove the name of another provider from it human rights policies. Dreamz Rules of Conduct were approved
- Sister's Choice (Ann Welch) were granted affiliation. The LHRC did not approve the behavioral management policy. The program needs to make major revisions to their policies and resubmit to Mr. Daye and committee members. The revision must include a cover letter with recommended changes clearly indicated. The revision must be resubmitted at least two weeks prior to next meeting. Sister's Choice Rules of Conduct were approved with the correction of Item 2.

TREASURER REPORT: (Provider information only): The Treasurer report was distributed to all in attendance for information.

PUBLIC COMMENTS: There were no individuals who addressed the committee during the public comment period.

NEXT SCHEDULED MEETING

The next regular OVLHRC meeting is scheduled for **Monday**, October 22, 2012 at 10:00am at United Methodist Church, 815 Baker Road, Virginia Beach, VA 23462

CLOSED SESSION

At 11:45pm, Ms. Brown moved that the OVLHRC go into executive session, pursuant to Virginia Code 2.2-3711(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review neglect allegations involving Neighborhood Empowerment and Transformation. R. Wiggins seconded the motion.

RECONVENED IN OPEN SESSION

At 12:02pm, a motion was made by Ms. Brown to reconvene into Open Session. Motion seconded by R. Wiggins and each member so certified that to the best of each members knowledge only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATION

Neighborhood and Empowerment Transformation:

No recommendations.

ADJOURNMENT: The LHRC meeting was adjourned at 12:05 p.m.

Respectfully submitted

Wanda Scarbough