

OCEAN VIEW REGIONAL LOCAL HUMAN RIGHTS COMMITTEE

Minutes

Date of Meeting: Monday, October 22, 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

- **AFFILIATES PRESENT:**

- B&M Group Homes, LLC - Wanda Scarbough, Monique Williams
- Compasion, LLC - Leteacia Sessoms, George McGaskey
- Divinely Directed Services - Crystal Hofler
- Essential Family Services - Renee Sandifer
- Dreamz, LLC - Charlene Wimbish
- Faith, LLC - Kinisha Greene, LaTasha Maull
- Family Determination, LLC - Terry A. Jackson
- Jen & C Home Care - Narcisa B. Dela Cruz, Jose Galon
- Neighborhood Empowerment and Transformation - Donte Preston
- Renaissance Family Care, LLC - Elijah Sharp

- **Affiliates Absent: Sister's Choice, LLC**

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

October 22, 2012 Agenda was reviewed and amendments were made.

- (Names of Providers going into closed session will be determined by committee. Providers names listed on the agenda removed.
- Add FOIA Training after closed session by Mr. Daye
- Intensive Community Outreach – No longer affiliated

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

Second: Ms. O. Brown

Vote: Unanimous

REVIEW AND APPROVAL OF MINUTES: The July 23, 2012 LHRC minutes was reviewed and no amendments were made. Approved minutes will be posted within three (3) days.

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

Second: Ms. Brown

Vote: Unanimous

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

PROVIDER REPORTS: All providers noted below went over their 3rdrd quarter 2012 (07/01/2012- 09/30/2012) reports during the meeting:

1. B & M Group Home -5 individuals, 1 Status of Allegations of Abuse and Neglect, 0 Status of Complaint Cases
2. Compassion, LLC – Individuals 208 Served this quarter, 0 allegations, 15 restraints.
3. Divinely Directed Services – 5 individuals, 0 admissions, 0 allegations. 0 discharges (Surveillance Camera).
4. Dreamz, LLC – 0 individuals, 0 admissions, 0 allegations, 0 discharges
5. Essential Family services –20 individuals, 2 admissions 0 Status of Allegations of Abuse and Neglect.
6. Faith, LLC-0 individuals, 0 admissions, 0 Status of Allegations of Abuse and Neglect.
7. Family Determination, LLC- 26 individuals, 0 admissions, 0 allegations of Abuse and Neglect 0 Status of Complaint Cases.
8. JEN & C Home Care – 6 individuals, 0 admissions, 0 Allegations of Abuse and Neglect.
9. Neighborhood Empowerment and Transformation Report Quarter – 4 individuals, 0 admissions, 0 allegations of Abuse and Neglect, restraint.
10. Renaissance Family Care- 0 individuals, 0 admission, and 0 Allegations of Abuse Neglect
11. Sisters Choice (Absent)

REMARKS FROM THE REGIONAL ADVOCATE: Mr. Daye also 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 advised providers if they have any questions, they should speak with advocates from his office, however the questions should not be directed to his secretary. 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 discussed Seclusion/Restraint Report due 1/15/13 to DBHDS.

Mr. Daye informed providers of reporting requirements for 4th quarter and the annual report. The 1st, 2nd and 3rd quarter should be attached to the 4th quarter (Oct 1 – Dec 31) with cumulative totals for each category placed on the Annual Report form. Reports should be sent to Mr. Daye and committee members two weeks before the meeting. Ms. Coley verified that providers had all committee members' address.

Mr. Daye informed committee that OVRLHRC is at full membership. However, Ms. Brown and Ms. Wiggins 2nd terms will end June 30th.

Mr. Daye informed committee members of LHRC Training at Eastern State Hospital on November 8th. The time is 9:00am-12:00pm. This meeting is for committee members who have not been to training in the past three (3) years. The meeting will be geared toward LHRC members; however providers will be allowed to attend if space is available. Providers should call Mr. Daye's secretary to be placed on a list; and only one representative from each agency will be allowed to attend. Mr. Daye also informed committee members of FOIA training that would take place after closed session today.

NEW BUSINESS:

Ms. Debbie Coley informed those in attendance that she will not be at the January meeting.

The meeting dates, time and location is as follows:

**OCEAN VIEW REGIONAL LHRC
CALENDAR FOR 2013**

Meeting Date/Time	Region	Location	Telephone
January 14, 2013 @ 10:00am	(Region V) Ocean View Regional LHRC	Compasion 5700 Thurston Avenue, Suite 209 Virginia Beach, VA	(757) 965-7450
April 15, 2013 @ 10:00am	(Region V) Ocean View Regional LHRC	Compasion 5700 Thurston Avenue, Suite 209 Virginia Beach, VA	(757) 965-7450
July 15, 2013 @ 10:00am	(Region V) Ocean View Regional LHRC	Compasion 5700 Thurston Avenue, Suite 209 Virginia Beach, VA	(757) 965-7450
October 21 2013 @10:00am	(Region V) Ocean View Regional LHRC	Compasion 5700 Thurston Avenue, Suite 209 Virginia Beach, VA	(757) 965-7450

- Compassion, LLC notified committee of the following additions to the current list of schools they provide services for: I.C. Norcom High School, Lake Taylor High School, Blair Middle School, Victory Elementary and Chesterfield Academy.

Dreamz, LLC reported the requested changes to their Behavioral Management Policies.

Action: Ms. Wiggins made a motion to approve the changes.

Second: Ms. O. Brown

Vote: Unanimous

- Sister's Choice (Not Present) need to discuss corrections that were made at next meeting.

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

NEXT SCHEDULED MEETING

The next regular OVLHRC meeting is scheduled for **Monday, January 14, 2012 @ 10:00am at Compassion, 5700 Thurston Avenue, suite 209, Virginia Beach, Virginia Telephone number (757) 965-7450.**

CLOSED SESSION

At 11:32pm, 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 abuse allegations involving B&M Group Homes, LLC. R. Wiggins seconded the motion. **Vote:** Unanimous

RECONVENED IN OPEN SESSION

At 11:42pm, a motion was made by Ms. Brown to reconvene into Open Session. Motion seconded by M. Vann and approved. 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, concerning B&M Group Homes, LLC., were discussed in executive session.

LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATION

B&M Group Homes, LLC: No recommendations

FOIA TRAINING: Mr. Daye conducted FOIA training for the OVRLHRC members.

ADJOURNMENT: The LHRC meeting was adjourned at 12:30 p.m.

Respectfully submitted

Wanda Scarbough