

# Local Human Rights Committee Meeting Minutes

10 May 2006

**Location:** Poplar Springs Hospital, Petersburg, Virginia

**Present:**

James Bowser, Regional Advocate, Office of Human Rights  
Betty Velez, LHRC Co-Chairman  
Dr. LeAnn Binger, LHRC Member  
Sharlene Dandridge, LHRC Member  
Kimberly Lindblad, Specialized Youth Services, Affiliate LHRC Member  
Daniel Herr, Gateway Homes, Affiliate LHRC Member  
Jerry von Poks, Poplar Springs Hospital, Affiliate LHRC Member/Staff Support

**Absent:**

Morris Jones, LHRC Chairman  
Isabel Vartainian, LHRC Member  
John Vartainian, LHRC Member  
Jay Quarles, Savannah's House, Affiliate LHRC Member

**I. Call to Order**

- a) In the absence of LHRC Chairman Morris Jones, Co-Chairman Betty Velez called the meeting to order at 1811 hrs.

**II. Approval of the minutes**

- a) The minutes were reviewed and a motion was made to approve the minutes for the February 8 2006 LHRC meeting. The motion was carried unanimously.

**III. Public Comments**

- a) There were no public comments

**IV. New Business**

- a) Presentation by Empowerment Clinical & Consulting Services, LLC.
  - i. Dr. Amy L. Carter, PhD, contacted the Staff Support Representative for the Local Human Rights Committee on 10 May 2006 to inform the LHRC Members that Empowerment Clinical & Consulting Services, LLC. would

be unable to make their presentation schedule for this evening. Dr. Carter stated she would contact the Staff Support Representative for the Local Human Rights Committee to reschedule for a later date.

**V. Old Business**

- a) There was no old business to be discussed.

**VI. Advocate Report**

- a) Mr. Bowser briefed the LHRC Board Members of the recommended language by the State Human Rights Committee to be used in Bylaws of the Local Human Rights Committees. This discussion included review of “Quorum” definition; Unexcused LHRC Board Members and criteria for removal of said Members; information to be included in LHRC Meeting minutes.
- b) The Motion was made for acceptance of Bylaw stating: Unexcused absence by LHRC Members shall be limited to two (2) per 12-month period. LHRC Members exceeding this number shall be subject to a recommendation for removal of the LHRC. The Motion was carried unanimously.
- c) The Motion was made for acceptance of Bylaw stating: LHRC Members must notify the Staff Support Representative of the LHRC within a reasonable amount of time of their inability to attend the regularly scheduled LHRC Meeting. Notification may be made either in person, telephone call, email or fax messaging. The Motion was carried unanimously.

**V. Affiliate Report**

- a) Specialized Youth Services-presented report for program
- b) Poplar Springs Hospital- presented report for program
- c) Gateway Homes- presented report for program

## **VI. Closed Session**

- a) A motion was made and passed that the LHRC go into Executive Session at 1836 hrs pursuant to Virginia Code Section 2.2-3711 for the protection of the privacy on individuals and their records and personal matters not related to public business.
- b) Upon reconvening into open session, the Local Human Rights Committee certified that only business matters lawfully exempted from statutory open meeting requirements and only public business matters identified in the motion to convene the closed session were discussed in closed session.
- c) Roll Call: Betty Velez, so certified; Sharlene Dandridge, so certified; Dr. LeAnn Binger, so certified.

## **VII. Other Business**

- a) Mr. Bowser conducted training for LHRC Board Members on information pertaining to FOIA (Freedom Of Information Act).
- b) Mention was made of the upcoming State Human Rights Seminar located in Richmond, Virginia on September 7 & 8, 2006. All LHRC Member were encouraged to attend if possible.

## **VIII. Adjournment**

- a) The LHRC meeting was adjourned at 2001 hrs. The next regularly scheduled LHRC meetings will be held: 9 August 2006 and 11 October 2006 at 1800 hrs in the Poplar Springs Hospital private dining room.