

Petersburg Regional
Local Human Rights Committee Meeting Minutes
August 12, 2009

Committee Members Present:

Ms. Isabel Vartanian, LHRC Member
Ms. Michaele McKeever-Davis, LHRC Member
Mr. Steven Watkins, LHRC Member

Committee Members Absent

Mr. Mike Nichols, LHRC Member

Affiliate Members Present:

Ms. Kimberly Lindblad, Specialized Youth Services of Virginia, Inc.,
LHRC staff support and Affiliate
Ms. Brenda Hill-Bland, River City Residences, LLC, LHRC Affiliate
Mr. Ron Wallace, River City Residences, LLC, LHRC Affiliate
Mrs. Linda Wallace, River City Residences, LLC, LHRC Affiliate
Ms. Lashanda Powell, Triumph Residential Services, LHRC Affiliate
Mr. Daniel Herr, Gateway Homes, LHRC Affiliate
Mr. Onadipe Sam, Savannah's House, LHRC Affiliate
Ms. Victoria Gbedgo, Amazings Grace, LHRC Affiliate
Ms. Catherine Harrison, Jireh House, LLC, LHRC Affiliate
Ms. Arleatha M. Simms, Simms Children Assistance Services, Prospective LHRC Affiliate
Ms. Ethel Sheen, Simms Children Assistance Services, Prospective LHRC Affiliate
Ms. Wilma C. Mullins, DBS Family Services, Inc., Prospective LHRC Affiliate
Ms. Frances Hubbard, DBS Family Services, Inc., Prospective LHRC Affiliate
Ms. Margaret Gwynn, A & C Alternative Care, LLC, Prospective LHRC Affiliate
Ms. Cheryl Wright, A & C Alternative Care, LLC, Prospective LHRC Affiliate
Mr. Thomas Chatman, We Care Residential Services, LLC, Prospective LHRC Affiliate
Mr. Paul DeBerry, We Care Residential Services, LLC, Prospective LHRC Affiliate
Mr. Mario Haskett, R.E.A.P., LLC, Prospective LHRC Affiliate
Ms. Shirletta Highsmith, R.E.A.P., LLC, Prospective LHRC Affiliate
Mr. Kenneth Heath, FamMat Services, LLC, LHRC Affiliate

Affiliate Members Absent:

Mr. Jerry Von Poks, Poplar Springs Hospital, LHRC Affiliate
Ms. Audrey Green Campbell and/or Rudy Jackson, ECCS, LHRC Affiliate

Others Present:

Ms. Carrie Flowers, Residential Advocate, Office of Human Rights
Mr. Jerome Gadle, Public Guest
Mr. James Monteria, Public Guest

I. Call to Order

- a) Mr. Steven Watkins called the meeting to order at 6:03pm.

II. Approval of the minutes

- a) Ms. Vartanian motioned to approve the May 2009 meeting minutes with one change on page 2, part IV “New Business”, section “c”, identifying A & C Alternative Care’s service as “supportive in-home training” as opposed to “intensive in-home training”; Ms. Michele McKeever-Davis seconded the motion.

III. Public Comments

- a) There were no public comments.

IV. New Business

- a) Triumph Residential Services requested approval to add a new location/additional group home which will be handicapped accessible. The home will be located in Petersburg and will house 4 adult MR clients. The home will be co-ed and will be located on Farmer Street. Ms. Isabel V motioned to approve the request; Ms. McKeever-Davis seconded the motion. Motion carried.
- b) Jireh House also requested approval to add a new location/additional group home under the Jireh House, LLC. The home will be located in Petersburg on West Street. The program will serve the same clientele as their other home, adults with intellectual disabilities. The service/home has been approved by DBHDS already; the home will serve four clients. Ms. McKeever-Davis motioned to approve the request; Ms. Vartanian seconded the motion. Motion carried.
- c) River City Residences also requested approval to add a new location/additional group home. The home will be handicapped accessible and will be located in northern Chesterfield. The services will be similar to those already provided in their other home. The home will be co-ed and will serve four clients. Staff to client ratio will be 2 to 4 during waking hours; 1 to 4 at night. Ms. Vartanian made a motion to approve the request; Ms. McKeever-Davis seconded the motion. Motion carried.
- d) Committee Liaison requested support from other affiliates to solicit new members to join the committee. Affiliates requested clarification from OHR as to whether or not prospective “consumer” members can be former clients of current affiliates.

Ms. Flowers reported there is one potential candidate awaiting screening and approval from the committee; this individual was unable to attend this meeting to begin that process.

- e) Ms. Flowers with OHR expressed concern with the house rules of Amazings Grace adult group home. Ms. McKeever-Davis recommended the “No Drugs” rule be revised to indicate “No Elicit Drugs”. Committee members requested that the phone calling limits be clarified, stating phone calls will not be longer than 30 minutes in duration, allowing access to the phone for all clients. Calls should not be limited to one call per day, but should be unlimited provided all clients are allowed access to the phone. Mr. Watkins requested removal of the “No Noise” rule from the list due to it is difficult to objectively define and will instead be addressed through the rule that requires that clients be respectful of one another. Ms. Flowers requested a change be made to modify the visiting hours, as 7pm is late to start the visiting hours; she also requested a statement be made to indicate that visiting hours can be flexible. Mr. Watkins requested Amazings Grace resubmit House Rules with revisions to OHR for their review.

V. Old Business

- a) Simms Children Assistance Services submitted their policies and procedures for review. McKeever-Davis enquired about the Employee Drug Screening policy. Employees are not currently screened upon hire. McKeever-Davis suggested this may be helpful. Ms. McKeever-Davis motioned to accept/approve Simms’s policies and procedures; Ms. Vartanian seconded the motion. Motion carried.
- b) DBS Family Services, Inc. submitted their policies and procedures for review. Ms. McKeever-Davis motioned to accept/approve the policies and procedures as written. Ms. Vartanian seconded the motion. Motion carried.
- c) A & C Alternative Care, LLC. submitted their policies and procedures for review. Ms. Vartanian motioned to accept/approve the policies and procedures as written. Ms. McKeever-Davis seconded the motion. Motion carried. A & C Alternative Care shared that they have one potential client ready to receive services.
- d) R.E.A.P., LLC. submitted their policies and procedures for review. They plan to open for business on September 8th. They are awaiting a visit from DBHDS to their location (Chimborazo School in Richmond). Mr. Watkins confirmed that

family work will be an integral part of the treatment process. Ms. McKeever-Davis confirmed the program's awareness of the Community Services Board serving the area (RBHA), in the event that they need mental health support from that agency. Mr. Watkins motioned to approve the policies and procedures as written; Ms. Vartanian seconded the motion. Motion carried.

- e) We Care Residential submitted their policies and procedures for review. Licensing (DBHDS) did their on-site visit; We Care is awaiting a copy of the license. Mr. DeBerry reported the agency has one potential client awaiting services. Mr. DeBerry confirmed the home is an un-locked facility. Mr. Watkins motioned to approve the policies and procedures as written; Ms. Vartanian seconded the motion. Motion carried.

VI. Advocate's Report

- a) Ms. Flowers provided a notice to all members and affiliates regarding an upcoming training to be held at the Gay Community Center of Richmond on September 30, 2009. This training is The Organizational Cultural & Linguistic Competency Training sponsored by DBHDS and the Cultural Competency Steering Committee. All providers licensed by DBHDS are encouraged to attend.
- b) New affiliates who did not submit program reports tonight will need to submit them to the OHR as soon as possible. Agencies may contact Ms. Flowers or Ms. Lindblad for the reporting format.

VII. Affiliate Reports

- Savannah's House
- Triumph Residential
- Jireh House, LLC
- Empowerment Clinical Consulting Services
- FamMat Services, LLC
- Gateway Homes
- Specialized Youth Services of Va., Inc.
- Poplar Springs Hospital
- River City Residences
- Amazings Grace
- Simms Children Assistance Services

- A & C Alternative Care, LLC
- DBS Family Services, Inc.
- R.E.A.P., LLC
- CVA Family Services (We Care Residential)

VIII. Closed Session

- a) A motion was made that the LHRC go into Executive Session pursuant to Virginia Code Section 2.2-3711 for the purpose of reviewing the details of the Provider Reports. Mr. Watkins motioned to go into Closed Session; Ms. McKeever-Davis seconded the motion.
- 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: Ms. Isabel Vartanian, so certified; Mr. Steven Watkins, so certified; Ms. Michaelae McKeever-Davis, so certified.

IX. Other Business

- a) Poplar Springs Hospital regretfully informed the committee liason, that due to the larger numbers of participants in the LHRC meetings, they will no longer be able to make available the Conference Room. The new location of subsequent meetings will be the Poplar West campus which is located nearby behind the Department of Motor Vehicles. The phone number for Poplar Springs is 804-733-6874.

X. Adjournment

- a) The LHRC meeting was adjourned at 8:05pm. The next regularly scheduled LHRC meeting will be held on October 14, 2009 at 6:00pm at Poplar West. The meeting schedule for the coming year is as follows: February 10, 2010, May 12, 2010, August 11, 2010, and October 13, 2009.