

**RICHMOND UNIFIED
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES
May 19, 2011**

Committee Members Present:

Londella Hamilton, Chairman
Rhonda Carter
Thomila Wilson
Barbara Delbridge
Paula Futrell, Secretary

Members Absent:

Samara Gracia

Affiliated Agencies Present:

Abundant Life Youth & Family Services/IIHS/MHSS
Accent Group & Family Services, LLC
Arch Support Residential Services
Community Alternatives Consortium
Counseling & Advocacy
Deuteronomy Eight Eighteen
Diversity Training & Support
Family Integrated Counseling Services
Family Maintenance Counseling
Family Restorations
For A Good Cause Group Home
Harry Co., LLC.
Inspiration House
It's A New Day
Outreach Residential
Pleasant View Residential
T.O.D.A.Y.S. Youth Services
Vigilant Mindz, Inc
Virginia Counseling and Youth Development
Youth and Family Counseling Services

Others Present:

Michael Curseen- Region IV Human Rights Manager

Agencies Absent: Youth & Family Counseling Services

I. Welcome/Call to Order:

Ms. Hamilton called the meeting to order at 5:38 P.M.

II. Introductions:

Everyone introduced self to group and company.

III. Review/Approval of Draft Minutes: March 17, 2011 – The Committee

motioned to approve the minutes with the following corrections: Pg. 1, Affiliated Agencies Present – Change Abundant Life to Abundant Life Youth & Family Services; Change Youth Services of Virginia to Harry, Co, LLC; Pg. 2, # 3, 6th Bullet – Change Family Integrated Counseling Services to Diversity Training & Support Center.

IV. Public Comments:

No Comments

V. Old Business:

LHRC Human Rights Corrections from Policy & Procedures Review RE: Community Alternatives Consortium – (Group Home Services): The Committee deferred its review of the policy and procedures corrections to the July 19, 2011 LHRC meeting.

VI. New Business:

- 1) Request for Affiliation (Program Expansion) RE: Harry Co., LLC for the Provision of Mental Health Support Services** – Ms. Karen Robinson presented the request for program expansion for the provision of Mental Health Support Services for Harry, Co., LLC.

Action: The Committee approved the request for program expansion. The Committee also requested a more in depth explanation concerning the new Mental Health Support Services be provided at the July 19, 2011 LHRC meeting.

- 2) LHRC Bylaws - Review and Approval:** Mr. Curseen reviewed the model LHRC bylaws developed by the State Human Rights Committee with the Richmond Unified LHRC.

Action: The Committee recommended that the model draft bylaws be forwarded to the State Human Rights Committee for approval.

- 3) LHRC Cooperative Agreement:** Mr. Curseen reviewed the model LHRC Cooperative Agreement developed by the State Human Rights Committee with the Richmond Unified LHRC members and affiliate providers.

Action: The Committee approved the model Cooperative Agreement and distributed copies to all providers in attendance for signatures.

- 4) LHRC Review of Group A and Group B Provider Assignments for Quarterly Reports, LHRC Minutes and Provider Hosts:**

Group A – will meet each January, May and September; Quarterly Reports

for Group A will be compiled by Aminata Williams, (Deuteronomy Eight Eighteen) and submitted to the LHRC two weeks prior to the scheduled meeting; Minutes for Group A will be recorded by the host provider and submitted to the LHRC Secretary two weeks prior to the next scheduled LHRC meeting; Host Providers are responsible for refreshments, recording meeting minutes and submitting the minutes to the LHRC Secretary two weeks prior to the next scheduled meeting; Meeting Location for Group A is Diversity Training & Support Center located at 304 Turner Road, Richmond, VA 23235

Group B – will meet each July, November and March; Quarterly Reports for Group B will be compiled by Dee Dee Sheffield, (T.O.D.A.Y.S. Youth Services) and submitted to the LHRC two weeks prior to the next scheduled meeting; Minutes for Group B will be recorded by Pam Wilson, (Inspiration House) and submitted to the LHRC Secretary two weeks prior to the next scheduled LHRC meeting; Minutes approved by the Committee Secretary and the LHRC Agenda are forwarded to Michelle Gestwick (It's A New Day) Ms. Gestwick will e-mail the minutes and agenda to the LHRC Committee and the affiliated providers two weeks prior to the next scheduled meeting; Meeting Location for Group B is at It's A New Day located at 1664 Anderson Hwy., Suite G, Powhatan, VA 23129.

5) Crisis Wave/Revised – Provider Training Updates: None

6) Election of Officers: Chair, Vice-Chair and Secretary: The Committee nominated Ms. Barbara McDougald – Chair; Dr. Rhonda Carter – Vice Chair; Thomila Wilson – Secretary.

Action: The Committee unanimously approved the nominations for Committee Chair, Vice-Chair and Secretary.

VII. Human Rights Activities Reporting: The Committee received and accepted the Human Rights Activities Reports from the following providers with the exception of Youth & Family Counseling Services:

1. Abundant Life
2. Accent Group & Family Services, LLC
3. Arch Support Residential
4. Community Alternatives Consortium
5. Counseling & Advocacy
6. Deuteronomy Eight Eighteen
7. Diversity Training & Support Center
8. Family Integrated Counseling Services
9. Family Maintenance Counseling
10. Family Restorations

11. For A Good Cause Group Home
12. Harry Co., LLC
13. Inspiration House
14. It's A New Day
15. Outreach Residential - Absent
16. Pleasant View Residential
17. T.O.D.A.Y. S. Youth Services
18. Vigilant Mindz
19. Virginia Counseling & Youth Development - **Absent**
20. Youth and Family Counseling Services

VIII. Advocate's Report:

Mr. Curseen updated providers and Committee members concerning the status of the Quarterly and Annual Reports. The Quarterly Report becomes effective July 1, 2011 and replaces the Human Rights Activities Report form. Mr. Curseen will e-mail copies of the Quarterly Report to all providers once the report has been finalized.

IX. Attendance Report: 19 of 20 providers attended the May 19, 2011 LHRC meeting.

X. Special Recognition

Ms. Londella Hamilton, Chair and Ms. Paula Futrell, Secretary were recognized at the Richmond Unified LHRC for serving and completing two full terms totaling 6 years each. Ms. Hamilton and Ms. Futrell were both presented with plaques from the DBHDS acknowledging their volunteer services with the Richmond Unified LHRC.

XI. Next Meeting Date: July 21, 2011: Host – T.O.D.A.Y/S. Youth Services (Group B) at It's A New Day, LLC located at 1664 Anderson Hwy., Suite G. Powhatan, VA 23139.

XII. Executive Session – LHRC Membership Applicant: Ms. Janice Gant. R. N. Upon returning to open session, the LHRC recommended that Ms. Gant's application be submitted to the State Human Rights Committee for appointment to the Richmond Unified Local Human Rights Committee.

XIII. Adjournment: 6:48 P.M.