

**RICHMOND UNIFIED  
LOCAL HUMAN RIGHTS COMMITTEE  
MINUTES  
November 17, 2011**

**Committee Members Present:**

Barbara Delbridge, Chairman   x    
Rhonda Carter, Vice Chair   x    
Thomila Wilson, Secretary   x    
Samara Gracia, Member   x    
Janice Gant, Member   x  

**Members Absent:**

**Affiliated Agencies Presents (check those present):**

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

**Others Presents: Micheal Curseen- Region IV Human Rights Manager  
Ms. Shareen Y. Chavet- potential panel member**

**Ms. Anthony- Parent**

**Group B Agencies Absent (check those not present):**

<b>For A Good Cause Group Home</b>	_____
<b>Harry Co, LLC</b>	_____
<b>Inspiration House</b>	_____
<b>It's A New Day</b>	_____
<b>Outreach Residential</b>	_____
<b>Pleasant View Residential</b>	_____
<b>T.O.D.A.Y.S Youth Services</b>	_____
<b>Vigilant Mindz, Inc</b>	_____
<b>Virginia Counseling &amp; Youth Development</b>	_____
<b>Youth and Family Counseling Services</b>	_____

**I. Welcome/ Call to Order:**

**Mrs. Delbridge called the meeting to order at 5:40 PM**

**II. Introductions:**

**Everyone introduced self and company to group.**

**III. Review/ Approval of Draft Minutes: 9/15, 2011- The Committee motioned to approve the minutes present**

**IV. Public comments: none**

**V. Old Business: LHRC- follow up crisis wave revised procedures motioned to defer.  
LHRC- Mr. Curseen received response from Inspiration House on the missing report from July meeting.**

**Fax old reports by the close of business 11/18/2011.**

**VI. New Business: LHRC- meeting dates requirements discussed, and when to file the quarterly reports, and the due dates.**

**New Edition to list all groups A&B email information, LHRC members, Regional Advocate Quarterly Submission- cannot revisit the same information. Submit information; designate a person to show up.**

**Ms. Delbridge request the motion Ms Janice Gant second it.**

**Making a motion for recommendation to site provider's, non-compliance of rules and regulations of submitting reports in a timely manner.**

**LHRC- consists of three meetings a year and four Quarterly reports due.**

**Quarterly reports question 1 & 4 on page three needs specific information and have to be answered correctly will not accept N/A.**

**VII. Human Rights Activities reporting (check those reporting at meeting):**

1. Abundant Life \_\_\_\_\_
2. Accent Group & Family Services, LLC \_\_\_\_\_ required to follow up on pg 3, question #4 should be answered have 5 business days. Thomila Wilson motioned, Ms. Gant 2<sup>nd</sup>.
3. Arch Support Residential Services \_\_\_\_\_
4. Counseling & Advocacy \_\_\_\_\_ complete page3, questions 1&4 . Has five business days Thomila Wilson motioned, Samara Garcia 2<sup>nd</sup>.
5. Deuteronomy Eight Eighteen \_\_\_\_\_
6. Diversity Training & Support Center \_\_\_\_\_ complete page 3, question 1 on all reports within five business days, Thomila Wilson motioned, Rhonda Carter 2<sup>nd</sup>.
7. Family Integrated Counseling Services \_\_\_\_\_ complete page 3 Q 1&4 within five business days. Thomila Wilson motioned Rhonda Carter 2<sup>nd</sup> .
8. Family Maintenance Counseling \_\_\_\_\_
9. Family Restorations \_\_\_\_\_
10. For A Good Cause Group Home \_\_\_\_\_ follow up page 3, Q 1&4 more information to be submitted five business days. Thomila Wilson motioned, Rhonda Carter 2<sup>nd</sup>
11. Harry Co, LLC \_\_\_\_\_

- 12. Inspiration House \_\_\_\_\_ written follow up and correction of action of what, why & what is different. Thomila Wilson motioned, Janice Gant 2<sup>nd</sup>.
- 13. It's A New Day \_\_\_\_\_
- 14. Outreach Residential \_\_\_\_\_
- 15. Pleasant View residential \_\_\_\_\_
- 16. T.O.D.A.Y.S Youth Services \_\_\_\_\_ Provide written follow up five business days Q #2 safety awareness & individuals involved. Thomila Wilson motioned Janice Gant 2<sup>nd</sup>.
- 17. Vigilant Mindz \_\_\_\_\_
- 18. Virginia Counseling & Youth Development \_\_\_\_\_
- 19. Youth and Family Counseling Services \_\_\_\_\_

VIII. Advocate's Report: Mr Curseen Discussed the Quarterly report revisions.

- 1)-Training information provided by Fidura & Associates. Training on report form usage-be sure to narrate cases
- Informal Complaint: client is able to resolve within 3 days without involving the office of LHRC
- Formal Complaint: not resolved without office of LHRC or takes longer than 5 days
- 2) only email communication for three people
- 3) Fidura Training
- 4) LHRC news website [shrc.newsletter@co.dbhds.virginia.gov](mailto:shrc.newsletter@co.dbhds.virginia.gov)

IX. Attendance Report:

10 providers attended the 11/17, 2011 LHRC Meeting

X. Hosts for Upcoming Meetings & Dates

Next meeting 1/19, 2012 at 5:30p

Group A x Group B \_\_\_\_\_

Host: Arch Support Residential Services

XI. Executive Sessions: Interview new client

XII. Adjournment of Regular Meeting 7:20 PM