

ROANOKE HUMAN RIGHTS COMMITTEE MINUTES
March 26, 2009

The Roanoke Human Rights Committee met on March 26, 2009 at 3:00 pm at It's About Time, Inc. located at 1316 S Jefferson Street, Lower Level Suite 1, Roanoke, VA 24016.

MEMBERS PRESENT

Vincent Dabney, Chair
Renu Musslewhite, Vice Chair
Ann Patterson
Rebecca Downs
Thayer Walker

OHR STAFF PRESENT

Adrien Monti, Human Rights Advocate

ADMINISTRATIVE SUPPORT STAFF

Karen Harth

AFFILIATES REPRESENTED

Alleghany Highlands CSB – Betty Crance
Dominion Youth Day Service – Dwayne Lynch, Jill Tyler
It's About Time, Inc. – Amanda Craig, Mitzi Tuck, J.C. Tuck
Key Living Options, Inc. – Linda Puckett
United Support Services, LLC – Tammy Solari
Austin Residential and Mental Health Support Services – Tina Austin

MINUTES

1) Call to Order/Welcome

Vincent Dabney, Chair, called the meeting to order at 3:00 pm.

2) Introductions

Vincent Dabney, Chair, asked if there were any questions or corrections of the minutes from March 26, 2009. Thayer Walker advised that when a motion is made, the wording of the committee should be "moved", not "motioned". These corrections will be made in the previous minutes and will be used from this date forward.

ACTION AGENDA

3) Advocate's Report

Adrien Monti introduced Thayer Walker as a committee member . Thayer was a guest and prospective member at the first meeting and she is now a committee member.

4) Alleghany CSB – Request for policy approval and HR Reporting Form /January through April

Betty Crance appeared before the committee to provide an overview of the new policy on Physical Intervention and request approval of the new policy.

The Committee reviewed the new policy and there was a discussion.

Thayer Walker moved to accept the request; Rebecca Downs moved to second the request and it carried unanimously.

Betty Crance appeared before the committee and provided an overview of the informal and resolved complaints for the months of January through April, 2009.

Renu Musslewhite moved to accept the Human Rights Reporting Form; Thayer Walker seconded the move and it carried unanimously.

5) Dominion Youth/Day Services – HR Reporting Form /January through April

Dwayne Lynch and Shannon Raybuck provided an overview of the Human Rights Reporting Form. There was a discussion of the reporting form.

Thayer Walker moved to accept the Human Rights Reporting Form; Ann Patterson seconded the move and it carried unanimously.

Dianna Parrish stated that Dominion currently has a consumer whose supervisor is affiliated with Piedmont, located in Boones Mill, VA. Can we receive approval to extend coverage to the area of Boones Mill for the one consumer? There was a discussion by the committee members with Dianna Parrish. Thayer Walker so moved to approve extended coverage to Dominion Youth/Day Services with Piedmont Community Services in Boones Mill for one consumer.

Renu Musslewhite moved to approve the coverage; Ann Patterson seconded the move and it carried unanimously.

6) Key Living Options, Inc. – HR Reporting Form /January through April

Adrien Monti reported that Linda Puckett contacted her and reported that she and her staff and their consumers will not be available as they will be at the beach the week of 5/14/09. Adrien stated that there is no policy on what we need to do in these cases. A discussion was initiated to accept the form as submitted or discuss it at the next meeting. Renu Musslewhite moved to discuss the form at the next meeting.

Ann Patterson moved to approve the HR reporting form during the next meeting; Rebecca Downs seconded the move and it carried unanimously.

7) It's About Time, Inc. – request for affiliation

Amanda Craig appeared before the committee and provided an overview of the informal and resolved complaints for the months of January through April, 2009.

Renu Musslewhite moved to accept the informal and resolved complaints. Thayer Walker seconded the move and it carried unanimously.

8) Austin Residential and Mental Health Support Services – request for affiliation

Tina Austin appeared before the committee to provide an overview of services and request that affiliation be granted to Austin Residential and Mental Health Support Services to operate three group homes and provide mental health support services. Austin Residential and Mental Health Support Services was previously affiliated with the Blue Ridge Regional Human Rights Committee.

The Committee reviewed Austin Residential and Mental Health Support Services' 2008 annual report and questioned that nothing had been reported. The Committee expressed concern that reporting requirements may have been misunderstood, and recommended that Tina Austin have an educational meeting with Adrien Monti. The Committee requested that an amended report be submitted at the next meeting, if relevant.

Renu Musslewhite moved that temporary affiliation be granted to Austin Residential and Mental Health Support Services (to become permanent pending submission of the amended 2008 annual report at the next scheduled meeting); Ali Hamed-Moore seconded the move and it carried unanimously.

9) Other Business – Interview of Prospective Committee Member

Pursuant to VA Code §2.2-3711. A. (4) and (15). (Closed meetings authorized for certain limited purposes.), Vincent Dabney moved that the LHRC go into closed session for the purpose of protecting the privacy of individuals in personal matters not related to public business, specifically, an interview of a prospective committee member. Upon re-entering public session, Vincent Dabney moved that each member certify that to the best of his or her knowledge, only matters lawfully exempted from open meeting requirements were heard, discussed or certified. The move was seconded and each member so certified.

Review of Reporting Form

The Committee reviewed a proposed reporting format and requested that it be implemented for use by affiliates when reporting to the Committee. The form contains some information that is not required reporting, but is optional. Per request of the Committee, the advocate will revise the form to make it very clear which section is optional and the revised form will be released to the affiliates by Karen Harth so they can begin using it for March reporting.

10) Next Meeting – May 14, 2009

The next meeting is scheduled for May 14, 2009 at 3:00 p.m. The Committee will meet at It's About Time, Inc., located at 1316 S Jefferson Street, Lower Level Suite 1, Roanoke, VA.

The meeting was adjourned at 5:15pm.

11) United Support Services, LLC – request for affiliation

Tammy and Mark Solari appeared before the Committee to provide an overview of services and request that affiliation be granted to the mental health support services they provide. United Support Services was previously affiliated with the Blue Ridge Regional Human Rights Committee.

The Committee reviewed United Support Services, LLC's 2008 annual report.

Renu Musslewhite moved that affiliation be granted to United Support Services; Ann Patterson seconded the move and it carried unanimously.

Vincent Dabney, Chair

Date signed