

**ROANOKE LOCAL HUMAN RIGHTS COMMITTEE
DRAFT MINUTES**

May, 19, 2011

The Roanoke Local Human Rights Committee met on May 19, 2011 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
Rebecca Downs
Renu Musselwhite
Ann Patterson
Thayer Walker

OHR Staff Present

Nan Neese, Regional Human Rights Advocate, DBHDS-OHR
Janet Benge, LHRC Administrative Support, It's About Time, Inc.

Others

Carolyn Smith

Affiliates Represented

Alleghany Highlands CSB –Betty Crance
Austin Residential and Mental Health Support Services-Tina Austin
Dominion Day Services-Dianna Parrish, Dwayne Lynch, Karol Norman, ~~Karol Norman~~,
Everett Foxx, Mitzi Coltor
First Home Care - Rusty Burger
It's About Time, Inc Day Support. –Erica Newman, Mitzi Tuck
It's About Time Inc. In Home- Jennifer Oakes, Cheryl Myers
Key Living Options, Inc. – Linda Puckett
United Support Services, LLC - Maria Hodge
Mountainside Therapeutic Services, Inc – Michelle Molnar
Mountain River Counseling, LLC-Bridgid Hundley
Youth Advocate Programs (YAP)-Valerie Koepfel, Karen Burroughs

Affiliates Not Represented

Edgewood Group Family Services

Call to Order

Vincent Dabney, Chairperson, called the meeting to order and invited members, staff affiliates, and guests to introduce themselves.

Mr. Dabney called for Public Comment.

Minutes

Mr. Dabney requested a motion to accept the Minutes titled Draft for March 10, 2011. The motion was made and carried to accept the Minutes titled Draft for March 10, 2011.

Advocate's Report

Nan extended appreciation to the LHRC members and the Provider-Affiliates for attending the work session on April 14th. She also thanked Betty Crance in advance for conducting the Affiliates meeting following the Committee meeting today. Nan reported she has at least one new provider organization of Intensive In-Home and Mental Health Support Services expanding to this Region that will be requesting affiliation and she may have to request an additional meeting prior to August. Nan suggested that the interview/interviews for new Committee members may be held at an additional meeting if necessary.

New Business

The Committee reviewed and accepted the Bylaws and the Cooperative Agreement as modified at the work session held on April 14, 2011.

Nan will submit the proposed Bylaws and Cooperative Agreement to the State Human Rights Committee for review and approval.

Affiliates Reports and Updates:

Mr. Dabney invited the Providers to present the Provider Human Rights Reports for March 2011 & April 2011.

- 1) Betty Crance presented the Alleghany Highlands Community Services reports including notice of violations. The reports were accepted as submitted.
- 2) Tina Austin presented the Austin Residential and Mental Health Support Services reports. There was some discussion of the differences between Social Services' – APS reviews and DBHDS. The reports were accepted as submitted.
- 3) Dwayne Lynch presented Dominion Youth/Day Services reports. The Committee acknowledged the difficulty youth may have making the transition returning from a lengthy residential stay to home/community. The reports were accepted as submitted. The Committee acknowledged the need to convene closed session to conduct detailed review of an abuse investigation.
- 4) Rusty Burger for First Home Care shared with the Committee that he anticipates being granted license by the next meeting date.

- 5) Erica Newman presented the report for It's About Time, Inc. Day Support and the report was accepted as submitted. In response to the members' questions, Erica described the staffs' re-training in CPI with an emphasis on blocking to interrupt/reduce the peer to peer incidents. Jennifer Oakes presented the report for It's About Time, Inc. In Home Services including the finding of human rights violation. The reports were accepted as submitted. The LHRC acknowledged receipt and acceptance of the policies and procedures for the new residential group home license.
- 6) Linda Puckett, Director, presented the report for Key Living Options. There was one investigation regarding Exploitation that was unsubstantiated. The report was accepted as submitted.
- 7) Michelle Molnar provided an update for Mountainside Therapeutic Services, Inc. indicating that she continues working with the Office of licensing. The policies and procedures were distributed to the LHRC.
- 8) Bridgid Hundley, Mountain River Counseling, LLC had submitted her policies and procedures for review. The LHRC accepted the policies. She reported to the Committee that she is awaiting Licensing site visit.
- 9) Valerie Koepfel reported that the Roanoke Youth Advocate Program has been granted license effective June 1st. The members extended their Congratulations!
- 10) Maria Hodge presented the report for United Support Services LLC relative to both Therapeutic Day Treatment and Intensive In-Home including an incident of restraint but not involving complaint or injury. The report was accepted as submitted.

Nan informed that Committee that she had expected representation or at least a written update from Edgewood Group Family Services but none was received. Nan will report to the LHRC relative to the provider's continued affiliation at the next meeting.

Mr. Dabney, Chairman, commended the transparency in thorough reporting by each provider-organization.

Request for Affiliation:

- 1) Mountainside Therapeutic Services, Inc – A motion was made and carried to extend the temporary affiliation so that the LHRC could complete review of policies and procedures.
- 2) Mountain River Counseling, LLC – A motion was made and carried to grant permanent affiliation.
- 3) Dominion Day Service-Motion was made and carried to extend affiliation to include the Mental Health Support Services provided in Craig County.

Other Business – Notice of Licensing Change

Alleghany Highlands Community Services notified the Committee they are in the process of converting their 8 bed group home known as Merryfield, located at 111 Horse Mountain Road, Covington Virginia to an Intermediate Care Facility (ICFMR) for individuals with Intellectual Disability.

Closed Session

Motion was made and seconded to convene into closed session pursuant to VA Code §2.2-3711., A (4) and (15) for the purpose of protecting the privacy of individuals in personal matters not related to public business and the discussion of health information, namely to conduct a review of a Dominion Youth Services' abuse investigation involving minors.

The LHRC reconvened public session and motion was made and seconded that to the best of their knowledge only matters lawfully exempted from open meetings requirements were heard, discussed, or considered. Each member so certified.

No action was required but the LHRC commended Dominion for the thoroughness of the review and the actions taken to assure greater protection of rights. The Chairman thanked Mr. Foxx and Ms. Coltor for traveling to present.

Adjournment

The meeting adjourned with a reminder that agenda items are due by July 28, 2011, and Reports due August 2, 2011.

Vincent Dabney, Chairman

Date