

DRAFT

**SOUTHSIDE COMMUNITY SERVICES
LOCAL HUMAN RIGHTS COMMITTEE**

MINUTES OF MEETING
Lampighter Restaurant
Clarksville, Virginia
Monday, January 23, 2006

MEMBERS PRESENT: Gloria Sharber, Teresa Smith, Adrian Kittrell, Linda Parham, and Thomas Bullock

MEMBERS ABSENT: Diane Snoddy and Mona Rainey

AFFILIATES PRESENT: Marguerite & Tiffany Tillerson, United Friends, Melvin Davis, Halifax Regional Health System, Monica Page, Community Memorial Health Center, Jerry Jordan, Family Preservation Services, and Kerry Halbert, Presbyterian Homes

OTHERS PRESENT: Teri Bistarkey, Sherry Miles, Regional Advocate, and Tammy Taylor, SSCB

CALL TO ORDER

The meeting was called to order by Thomas Bullock, Chair at 6:00 PM.

APPROVAL OF MINUTES

Minutes from the October 17, 2005 meeting were approved as written by unanimous vote.

PRESBYTERIAN HOMES-New House Rules

Kerry Halbert presented new house rules for the South Hill group home. He explained that it was the goal of Presbyterian Homes for each adult home to operate with the same house rules. The Committee unanimously voted to approve the house rules as written. It was explained that the house rules could not be used at other locations until approved by the appropriate LHRC.

AFFILIATION REQUEST

Teri Bistarkey, LCSW requested LHRC affiliation to complete the licensing process. Ms. Bistarkey explained that she wants to provide intensive in-home services in the area. The Committee reviewed her human rights policies and procedures and granted LHRC affiliation by unanimous vote.

COMMITTEE RE-APPOINTMENT

The Committee voted unanimously to re-appoint Linda Parham to her second term.

FREEDOM OF INFORMATION ACT TRAINING

Sherry Miles provided the Committee with training on the Freedom of Information Act (FOIA). She distributed copies of a slide presentation on this topic and discussed the most important issues concerning FOIA. Effective immediately, all providers will have to post a LHRC meeting notice in all program locations at least 3 days before each LHRC meeting. The meeting notice should be placed in a conspicuous area where it is likely to be noticed. In addition, the provider has to share the agenda packet with anyone asking to review it. She advised the Committee that the SSCSB will have to post draft meeting minutes on their website no later than 10 working days after the LHRC meeting and final minutes will have to be posted no later than 3 working days after Committee approval. As well, SSCSB will have to post the LHRC meeting schedule on the website.

LOCAL ADVOCATE'S REPORT

Valeria Seamans was not at the meeting and her report was given by Tammy Taylor of SSCSB. Ms. Taylor reported that one allegation of verbal and physical abuse was founded. A second complaint is still under investigation.

REGIONAL ADVOCATE'S REPORT

Sherry Miles reported that the OHR plans to have an SHRC/LHRC conference in 2006. It is hoped the conference can be coordinated with the release of the updated human rights regulations. The Committee will be provided with information as it becomes available. The Committee was advised that there may be two separate training sessions—one for LHRC members and one for providers. However, no final decision has been made. Ms. Miles advised that as soon as the human rights regulations were ready for public comment, the Committee would be made aware.

AFFILIATE REPORTS

Marguerite & Tiffany Tillerson of **United Friends** reported no problems at their program. However, the program is searching for a behavioral specialist.

Melvin Davis of **Halifax Regional** reports the program is ready to hire a new LCSW, which will be beneficial to consumers.

Jerry Jordan of **Family Preservation Services** reported no problems at this time.

Monica Page of **CMH** reported the program is has added a new LCSW and a discharge planner. As well, a new nurse manager has been hired as Jackie Hinman as opted to return to floor nurse duties.

OLD BUSINESS

The discussion concerning affiliation agreements/dues for July 1, 2005 to June 30, 2006 was tabled until the next meeting as Ms. Seamans had the needed information.

NEW BUSINESS

The Committee requested it be determined if meeting notices could be emailed to them. This will be investigated and discussed at the next meeting.

ADJOURNMENT

The vote to adjourn the meeting was unanimous.

The next meeting is scheduled for April 17, 2006, 6PM at the Lamplighter Restaurant in Clarksville, Virginia.