

**TIDEWATER REGIONAL  
LOCAL HUMAN RIGHTS COMMITTEE  
July 19, 2011 – 8:30 a.m.  
MINUTES**

**PRESENT**

James A. Overton, LHRC Vice Chairperson  
Felicia Sawyer, LHRC Member  
Janet Martin, LHRC Member  
Reginald T. Daye, Regional Advocate, DBHDS  
Natalie Elliott, Administrator, Crawford Campus  
Jacqueline Lipscomb, Director of Corporate Compliance  
Marie Henrich, Sr. Administrative Assistant, Crawford Campus  
Stacey Durr, Chief Operations Officer and Interim Administrator, Brighton Campus  
Vickie Hawkins-Black, LCSW, Director of Clinical Services  
Hillary Zaneveld, Human Rights Advocate, DBHDS

**I. CALL TO ORDER**

The Local Human Rights Committee meeting was called to order at 8:45 a.m. by James Overton, Vice Chairperson.

**II. REVIEW OF MINUTES**

None

**III. PUBLIC COMMENTS**

There were no comments from the general public at this time.

**IV. UNFINISHED BUSINESS**

There was no unfinished business to report.

**V. NEW BUSINESS**

- A. This was a special LHRC meeting held to review and seek approval for variance regarding use of "Use of seclusion, restraint and time-out", "Restrictions on freedom of everyday" and The Pines Residential Treatment Center Matrix Level System. The Matrix Level System was presented to this committee and approved back in 2009 but the Pines failed to submit their annual update.

Vickie Hawkins-Black reviewed the Matrix Level System with the committee members explaining that it is designed for positive reinforcement and rewarding the residents for demonstrating appropriate behaviors. If residents are able to demonstrate those appropriate behaviors then they are eligible for more privileges such as additional time in gaming areas or privilege rooms. Mrs. Hawkins-Black explained that each hour residents have an opportunity to gain points for being on task and demonstrating the target behaviors that are identified in the Individualized Service Plan; it is either a 0 (did not demonstrate those behaviors) or a 1 (did demonstrate those behaviors). At the end

of the day the residents' points are totaled and the infractions are reviewed. Mrs. Hawkins-Black reviewed the Point Sheet with the committee members. Every day when the residents wake up they have the opportunity to earn 100 points at minimum. The residents attend community group in the morning to identify their target behaviors that they are going to work on during the day. Those target behaviors are noted on the Matrix Point Sheet. Every hour they have the opportunity to earn four points. The residents earn points by getting up on time and preparing for the day, eating breakfast, etc. Residents can gain these points even while attending school. Residents have an opportunity to gain the majority of their points by completing their nighttime routine such as going to bed on time and not being noncompliant. Residents also gain points by participating in all of their therapy (recreation therapy, psycho-educational groups, etc.). If there have been any infractions then those points are deducted. The residents' privileges are based on the previous day's points. Ms. Hawkins-Black explained that with the Matrix Level System they are looking for real time reinforcement.

Ms. Sawyer questioned Mrs. Hawkins-Black regarding the amount of paperwork required for the Matrix Level System. Ms. Sawyer stated she thought this was a lot of paperwork for staff to fill out. Ms. Elliott responded stating that all staff have been trained regarding the completion of the paperwork and noted that there has been a decrease in the number of incidents and seclusion and restraints since switching over to this system.

Ms. Martin questioned what type of level system the Pines used prior to the Matrix. Mrs. Hawkins-Black explained that the Pines used a Behavior Modification System but different parts of the building used different techniques. There was not a consistent system throughout the building. Mrs. Hawkins-Black stated that the Matrix Level System gives the power back to the residents; residents do better with positive reinforcement.

Ms. Martin questioned the Activity Therapy section where it detailed attendance and point accumulation. Mrs. Hawkins-Black explained that if a resident attended AT group then they would earn their points (even if they did not actively participate).

Mr. Overton questioned how we determined whether or not staff understood how the Matrix worked. Mrs. Hawkins-Black explained that all staff are thoroughly trained and provided with a post test to ensure they understand the system. There is also a Q&A section of the Matrix Level System. If a resident is not able to participate in the Matrix (i.e., due to IQ) then they receive an individualized focus contract based on their needs.

Mr. Daye questioned who actually gives out the points. Ms. Elliott responded that it is the Mental Health Tech (MHT) who is assigned to that resident who gives out the points. Ms. Elliott also explained that there is an AOC (Administrator On-Call) who walks through the building every night conducting rounds and one of their responsibilities is to check on the staff and ensure they have everything they need and to provide on the spot training.

Mr. Daye questioned the completion timeframe of the Matrix. It takes approximately three months to complete the Matrix Level System with no negative behaviors. Mr. Daye stated to Mrs. Hawkins-Black that he wanted to ensure that all residents understood there was a clinical component to the Matrix.

Ms. Elliott explained that there are times when a resident has exhibited certain behaviors that put them in a certain category where they are not allowed to participate in certain activities. This is where the Pines is requesting the variance regarding "Use of seclusion, restraint and time-out", "Restrictions on freedom of everyday".

Mr. Daye questioned what level system the Pines was using now since the Matrix was not approved. Mrs. Durr stated that the Brighton Campus has resorted to simply discontinuing the use of the word "Matrix" and resorting back to the use of a basic level system. She stated that Matrix Signs are still posted but residents/staff are only utilizing a basic level system. Mr. Daye stated that the Matrix posters must come down immediately or be covered up due the fact that the SHRC has terminated the Pines variance to the human rights regulations, which allowed the use of the Matrix. If our office see those posters up or determine that the program is still using the Matrix, we would request that the program be cited by licensure. Mr. Daye went on to say he has always been in support of the Matrix. Mr. Daye will support the recommendation to the State Human Rights Committee for approval for a two-year term with annual update.

Motion: Ms. Sawyer made the motion supporting approval of the Pines Matrix Level System and variance to the State Human Rights Committee which allows for the use of the Matrix for a two-year term with annual update.

Action: Ms. Martin seconded the motion.

**VI. STANDING REPORTS**

There were no standing reports to review during this committee meeting.

**VII. NEXT SCHEDULED MEETING**

The next regular LHRC meeting is scheduled for Tuesday, September 13, 2011 in the Executive Board Room of The Pines – Crawford Campus.

**VIII. ADJOURNMENT**

There being no further business to discuss, Mr. Overton made the motion to adjourn. Janet Martin seconded the motion. The meeting was adjourned at 9:30 a.m.

RESPECTFULLY SUBMITTED:

Marie Henrich, Senior Administrative Assistant  
Recording Secretary

James A. Overton  
LHRC Vice Chairman