

**TUCKAHOE LHRC MEETING MINUTES  
DECEMBER 2, 2008**

**Committee Members Present:**

- Paul DeVoursney, Committee Chairman
- Norma Draper, Vice Chairperson
- Monica Lucas, Secretary
- Kia Symonds, Voting Member
- John Redd, Voting Member
  
- James Bowser, Human Rights Regional Advocate

**Affiliate Members Present:**

- Nancy Boykin, The Caring Corner
- Kelly Murphy, Blue Ridge Residential Services
- Allen Thorn, Southern Virginia Regional Medical Center
- Elizabeth Holt, Williamsville Wellness
- Kathy DeShazo, Miracles Behavioral Health Ctr
- Ricketta Reed, STONES, Inc
- Rasha Hicks, STONES, Inc.
- Cynthia R. Woodson, Family & Adolescent Services, LLC
- Lawrence E. Woodson, Family & Adolescent Services, LLC
- Michelle Scott, Tri-City Solutions, LLC
- Eugene Thomas, Jr. , Greater Unity Adult Day Services
- Guirlande Dorsainville, Grace Family Services, LLC
- Terrance Jones, Alliant Consortium, LLC
- Patrick A. Davis, Alliant Consortium, LLC
- Anne Allen, Alliant Consortium, LLC
- George Miller, ACTS
- Cariecia N. Allen, HOPE, Inc.
- Yolanda Gill, Family & Community Support Systems
- Keith Brooks, OLA Home for Boys, LLC
- Sterling Burton, OLA Home for Boys, LLC

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

Chairman, Paul DeVoursney called the December2, 2009 meeting to order and the committee members in attendance introduced themselves.

**II. Public Comment:** There was no public comment.

**III. Approval of Meeting Minutes:**

There was a review of both the minutes for the March 4, 2008 and September 9, 2008 meeting minutes. (Approval of the March 4, 2008 meeting minutes had been omitted from a previous meeting.) Both the March 4, 2008 and September 9, 2008 meeting minutes were approved by the committee.

Correction was made to the notation of Family & Community Support Systems

#### **IV. Financial Update:**

The Tuckahoe LHRC continues to have an active account at First Market Bank. The current balance is 1,700.00. there was a 100.00 withdrawal by the Chairman (P. DeVoursney) and Secretary (M. Lucas) since the previous meeting for the cost of refreshments for the December 2, 2008 meeting.

Annual dues for affiliates of the Tuckahoe LHRC for 2009 will be due on March 3, 2009. Each affiliate is responsible for a payment of 100.00 for their annual dues per the terms of their affiliate agreement. Any affiliates who fail to pay their dues by the March 3, 2009 date, will be suspended from affiliation until this obligation has been satisfied. Any programs who fail to meet the terms of their Human Rights affiliation agreement will be reported to the Office of Licensing.

#### **V. Old Business:**

**A. Alliant Consortium: Terrence Jones, Program Director Patrick Davis, TOVA Instructor**

Alliant Consortium's Human Rights Policies & Procedures Review was not approved during the previous meeting pending clarity to the committee regarding its restraint procedures. Mr. Jones and Mr. Davis provided an explanation of the restraint procedure used by Alliant Consortium as well as how and when restraint is used by the program's employees. A motion was made and approved to accept Alliant Consortium's Human Rights Policies & Procedures with a recommendation by the committee that each client's ISP include a behavioral plan reflecting their individual triggers and calming strategies to support staff's understanding of the appropriate use of restraint.

**B. Associates in Counseling & Therapeutic Services: George Miller, Director**

Presented information regarding their restraint policies & procedures. The program utilizes TOVA and emphasizes verbal de-escalation techniques to reduce the likelihood of physical restraint. The program will be adding an additional service and therefore are in the process of updating its current Human Rights policies and procedures. The ACTS program has requested to present their policies and procedures for a full review at the next LHRC meeting.

**C. Blue Ridge Residential Services: Kelly Murphy, Director**

Presented clarification on their rules of conduct for clients serviced through its residential programs. The program's rules of conduct are distributed to each of their sponsor families and there are subsequent meetings with the sponsor families and the clients to discuss any issues or concerns that the clients may have. The Blue Ridge

Residential Services policies and procedures were approved by the committee.

**VI. New Business:**

**A. Program Expansion Request for Affiliation:**

**1. OLA Home for Boys: Keith Brooks, Sterling Burton**

Presented information regarding its independent living group home servicing males aged 16-21. The program will house up to 8 residents and will serve in conjunction with their current residential facility to provide a transitional program for older teens. Committee approved affiliation of the Independent Living Group Home program.

**2. Alliant Consortium: Terrance Jones**

Presented information regarding a new Mental Health Community Treatment Program. The program will service adult clients within their homes and communities by providing support to their basic needs. The client handbook presented did not accurately reflect the population being targeted for this service. There were references to persons under the age of 18, who would require consent from a parent or guardian. The committee recommended that the client handbook would need to be revised to reflect the population being served. Also the program's Human Rights policies and procedures need to be written to reflect the population serviced through this program. The committee agreed to provide provisional approval for this service based upon revision of the client handbook and the Human Rights Policies and Procedures.

**3. Family & Adolescent Services: Cynthia Woodson, Lawrence Woodson**

Presented information regarding a Day Treatment program designed to support the needs of clients aged 4-18 within various school environments in the community. The committee approved affiliation of the Day treatment Program.

**4. Miracles Behavioral Health Program: Kathy Deshazo Jackson**

Presented information regarding a Day Treatment program to service school aged children in the local school settings. The provider declined to include the use of a restraint program to manage out of control behavior. The provider stated that they have a "hands off policy" and defer to school personnel to manage the behavioral needs of clients who present a threat to harm to themselves and others. The committee recommended that the provider provide additional information regarding the inclusion of a restraint technique and training of its staff on how and when it is acceptable for use prior to approval of this service.

**B. Policy Review:**

**1. Greater Unity Residential Services: Eugene Thomas**

Information was presented regarding the provider's desire to equip the adult group home environment with surveillance cameras in the common areas of the home. The purpose was to monitor the performance and care of staff & residents in the home. The Director presented content regarding the program's policy and procedures for the use of these cameras, which not challenge the resident's ability to have privacy in their bedrooms. The committee approved the policy for use of surveillance cameras with the condition that the director would have to disclose the location of the cameras to resident, staff and their families upon entrance into the home.

**C. Human Rights Policy & Procedure Review:**

**1. Caring Corner: Nancy Boykin**

The program declined to present information regarding their policies and procedures due to the fact that they are in the process of seeking licensure of a adult group home rather than the adolescent home for which they were originally licensed. They will be prepared to present their policies and procedures at the next meeting.

**2. Family & Adolescent Services: Cynthia Woodson, Lawrence Woodson**

Presented information regarding their policies and procedures including confidentiality, restraint, client rights, etc. The committee approved the acceptance of the FAS Policies and Procedures.

**3. Family & Community Support Systems:** This provider requested to defer their presentation of policies and procedures to the next meeting.

**VII. Activity Reporting**

**VIII. Next Meeting: March 3, 2009**

**IX. Meeting Adjourned**