

TUCKAHOE LHRC MEETING MINUTES
NORTH PARK LIBRARY
MARCH 10, 2009

Committee Members Present:

- Norma Draper, Interim Chairperson
- Monica Lucas, Secretary
- Kia Symonds, Voting Member
- John Redd, Voting Member

- Ansley Perkins, Human Rights Advocate

- Michael Curseen, Human Rights Region IV Advocate

- James Bowser, Former Human Rights Regional Advocate

Affiliate Members Present:

- Joseph Boykin, The Caring Corner
- Brian Tubbs, Family & Community Systems
- Kelly Murphy, Blue Ridge Residential Services
- Allen Thorn, Southern Virginia Regional Medical Center
- Lisa Turner, Southern Virginia Regional Medical Center
- Kathy DeShazo Jackson, Miracles Behavioral Health Ctr.
- Melissa Judge, STONES, Inc
- Rasha Hicks, STONES, Inc.
- Cynthia R. 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 Human Services
- George Miller, ACTS
- Dennis Parker, HOPE, Inc.
- Vernon Oliver, HOPE, Inc.
- Sterling Burton, OLA Home for Boys, LLC

- I. **Welcome/Call To Order:** The meeting was called to order by Norma Draper, who will be serving as the committee's interim Chairperson since Paul DeVoursney resigned prior to this meeting. The affiliates were advised of

the resignation of Paul DeVoursney and the appointment of Norma Draper as interim Chairperson.

- II. **Introductions:** Introductions of the committee members, affiliate members and representatives from the Office of Human Rights were completed.
- III. **Public Comment:** Mr. Bowser acknowledged that he has retired from his position as the Regional Advocate. He offered appreciation for the experience of working with affiliates and committee members and wished everyone well.
- IV. **Review of December 2, 2008 Minutes:** A motion was approved to have the minutes from the December 2, 2009 amended to reflect the activity reporting from the affiliates who were present in the meeting.
- V. **Financial Update:** M. Lucas provided an account of the balance of the committee's account. To date the activity on the account since the previous meeting includes a \$40.00 withdrawal for the cost to renew the P.O. Box. The current balance of the account is \$1660.00. M. Lucas reported that Paul DeVoursney's name was removed from the account prior to his resignation and another committee member has been asked to sign onto the account prior to any additional activity with the committee's funds.
- VI. **New Business:** (All new business was deferred to the June 2009 meeting due to the changes in the committee and recommendations from the Office of Human Rights regarding the transition of assigned advocate and streamlining the meeting's process.)
 - A. **Due to several changes** that have occurred with the resignation of the former Chair, election of a new Chair and a newly assigned Human Rights Advocate, several recommendations were proposed. There was a recommendation to have one of the affiliates to provide an administrative support person who could assist the committee with the meeting minutes, notices about meetings, mailing information to affiliates and disseminating information to committee members in support of policy reviews. *Kelly Murphy of Blue Ridge Residential Services volunteered to provide administrative support in lieu of her agency having to pay annual dues.*
 - B. Affiliation dues were collected ***from all affiliates present***. M. Lucas collected funds and wrote receipts to each affiliate. The funds will be deposited into the committee's account at First Market Bank.
 - C. Human Rights Activities Report: a motion was given and approved that the affiliates must submit the Human Rights Activities Reporting Form by the 20th prior to the LHRC meeting.
 - D. **Human Rights Policies and Procedures Review:**
 - 1. Grace Family Services
 - 2. Greater Unity
 - 3. H.O.P.E.

These policies were all deferred for review until the June 2009 meeting. However, their policies and procedures must be received by the committee members today or prior to the June meeting in order to be included on the agenda for the June meeting. This also means that the affiliates who were scheduled to present at the June meeting will have their policies and procedures prepared to submit to the committee at the June meeting but will not be present until the September 1, 2009 meeting.

- E. **Blue Ridge Residential Services/Sponsored Residential Services, Kelly Murphy:** Ms. Murphy presented information about several new sites that BRRS is currently seeking Human Rights affiliation for. All sites were approved by the committee. Additionally a motion was made and approved to allow BRRS to be a standing item on the committee's agenda for each meeting due to the frequency of new or discontinued sponsored residential sites.

Ms. Murphy also presented information regarding a client who was previously serviced through a sponsored residential site in Portsmouth, VA. She inquired about whether the client's medical device, which was previously approved by another LHRC, needed to be presented for approval again since she is now residing in the Richmond area. The committee determined that there was no need to make any changes to the status of the previous ruling regarding her device. Ms. Murphy was cautioned about presenting documentation with client's identifying information unconcealed.

- F. **Request for Affiliation, OLA Home for Boys, Sterling Burton, Program Expansion, Intensive In-Home Services:** Mr. Burton presented information about the expansion of services for OLA Home for Boys to include Intensive In-Home Services to children and youth throughout the Richmond area. A motion was given and approved to accept the affiliation of the Intensive In-Home program.

- G. **Request for Approval of Video Surveillance Policy for OLA Home for boys, Sterling Burton:** Mr. Burton presented the policy for the use of surveillance equipment in their male adolescent group home. A motion was made and approved by the committee to allow the use of video surveillance within the group home environment.

- H. **Policy Review: Southern Virginia Regional Medical Center, Allen Thorn:** There were two policies presented:

1. **Restriction of Freedom of Rights:** A motion was made and approved for the acceptance of the Restrictions of Freedom of Rights policy.

2. **Involuntary Commitment:** A motion was made and approved that this policy should reflect a process to notify the client if they are being recommitted for treatment. This information shall be reviewed at the June 2009 meeting.

VII. Old Business:

- A. **Alliant Consortium, Terrance Jones, Revised Client Handbook:** Mr. Jones presented information regarding revisions that were made to the client handbook for their Mental Health Community Treatment Program. The committee approved the handbook with a recommendation that the program review the content relating to parenting, staffing and AWOL behavior.

A motion was made and approved to defer the remaining programs, which had old business to present to be completed at a later meeting due to shortness of time. These programs will be required to bring the information and materials (5 copies) that the committee needs to consider to the June meeting and this information shall be reviewed at the September 2009 meeting:

- B. **Associates in counseling & Therapeutic Services:** Policy & Procedure Review
- C. **Caring Corner:** Policy & Procedure Review
- D. **Miracles Behavioral Health Center: (For Day Treatment Program only)** Restraint Technique and training of staff on its use
- E. **Family & Community support Systems:** Policy & Procedure Review

VIII. Human Rights Activities Reporting:

- a. **Joseph Boykin, The Caring Corner:** No Incidents to Present
- b. **Brian Tubbs, Family & Community Support Systems:** No Incidents to Present
- c. **Kelly Murphy, Blue Ridge Residential Services:** No Incidents to Report
- d. **Allen Thorn, Southern Virginia Regional Medical Center:** 3 new staff, 1 client restrained, 1 client secluded, 1 allegation of inappropriate behavior
- e. **Lisa Turner, Southern Virginia Regional Medical Center**
- f. **Kathy DeShazo Jackson, Miracles Behavioral Health Ctr.:** No Incidents to Report
- g. **Melissa Judge, STONES, Inc:** No Incidents to Report
- h. **Rasha Hicks, STONES, Inc.**
- i. **Cynthia R. Woodson, Family & Adolescent Services, LLC:** Hired a new Field Supervisor, No Incidents to Report
- j. **Michelle Scott, Tri-City Solutions, LLC:** No Incidents to Report
- k. **Eugene Thomas, Jr. , Greater Unity Adult Day Services:** No Incidents to Report
- l. **Guirlande Dorsainville, Grace Family Services, LLC:** No Incidents to Report
- m. **Terrance Jones, Alliant Consortium, LLC:** No incidents to Report

- n. **George Miller, ACTS:** No incidents to Report
- o. **Dennis Parker, HOPE, Inc.:** No Incidents to Report
- p. **Vernon Oliver, HOPE, Inc.**
- q. **Sterling Burton, OLA Home for Boys, LLC:** No Incidents to Report

IX. **Advocate Report:** Ansley Perkins reported that the Local Human Rights committees will be asked to consider expanding the number of affiliates previously allotted to include new programs which need affiliation. This is due to the volume of programs that are in need of affiliation with a LHRC in order to satisfy the requirements for licensure. This will be officially addressed at the next meeting.

X. **The next meeting will be June 2, 2009 at the North Park Library**

XI. **Meeting adjourned by Norma Draper, Interim Chairperson**