

**TUCKAHOE LHRC QUARTERLY MEETING MINUTES
NORTH PARK LIBRARY
DECEMBER 1, 2009/3:30PM**

(The committee members met prior to the start of the meeting at 3:00pm to discuss the information that needed to be presented for discussion and voting during the meeting.)

Committee Members Present:

- John Redd, Chairman
- Kia Symonds, Vice Chair
- Norma Draper, Voting Member
- Monica Lucas, Secretary
- Corinthia Morris, Voting Member

Advocate Present:

- Ansley Perkins, Human Rights Advocate

Affiliate Members Present:

- Nancy Boykin, The Caring Corner
- Anita Perry, Family & Community Support Systems
- Kelly Murphy, Blue Ridge Residential Services
- Debra Hewitt, Southern Virginia Regional Medical Center
- Sterling Burton, OLA Home for Boys
- Rasha Hicks, STONES, LLC
- Cynthia Woodson, Family & Adolescent Services, LLC
- Breon Epps, Greater Unity Residential Services/Adult Day Services
- Eugene Thomas, Greater Unity Residential Services/Adult Day Services
- Kelvin Paige, Greater Unity Residential Services/Adult Day Services
- Guirlande Dorsainville, Grace Family Services, LLC, Program Director
- Felicia Legall, Grace Family Services, LLC House Manager
- Terrance Jones, Alliant Human Services
- Stacie Davis, Alliant Human Services
- George Miller, ACTS
- Dennis Parker, HOPE, Inc.
- Vernon Oliver, HOPE, Inc.
- Sherman Master, Williamsville Wellness, LLC
- Erin Gwinn, Miracles Behavioral Health Center
- Aikesh Patel, EMS of VA
- Qaadira Muhammad, Hamlet House Youth Services
- Tony Davis, HYPE Youth Services, LLC
- Stephen Lewis, Tri-City Solutions, Inc.
- Mark Fillgrove, Tri-City Solutions, Inc.
- Charles Baker, Tri-City Solutions, Inc.

Guests Present:

- Shirley Knowling, Blue Ridge Residential
- Catherine St. Ours, Blue Ridge Residential
- Denise Turner, RISEUP, LLC
- Juan Wilson, RISEUP, LLC

- I. **Welcome/Call To Order/Introductions:** The meeting was called to order at 3:40pm by John Redd, Committee Chairperson and introductions of the committee members, affiliate members, guests and the Human Rights Advocate were completed. All affiliates were represented by at least one liason.
- II. **Public Comment, Ansley Perkins, HR Advocate:** Ms. Perkins advised that during a recent meeting with the State Human Rights Director, it was announced that LHRC committee members could not serve as the treasurer. An affiliate member would need to assume these responsibilities and in exchange for volunteering, this affiliate would be exempt from the paying the annual affiliation fee. At the conclusion of the meeting Cynthia Woodson of Family & Adolescent Services, LLC volunteered to support the committee in this capacity and will meet with M. Lucas, Secretary prior to the next meeting to be oriented regarding the accounting duties related to the funds.
- III. **Approval of September 1, 2009 Minutes:** The minutes from the September 1, 2009 meeting were approved with the following corrections: Janet Arrington of Southern VA Medical Center and Erin Gwinn of Miracles Behavioral Health Center both attended the meeting and there was no representative from Tri-City Solutions present at the 9/1/09 meeting.
- IV. **Financial Update:** M. Lucas provided an update of the committee's account balance which was \$2,950.53 as of 12/1/09. The most recent withdrawal from the account was a \$75.00 withdrawal made from the account on 12/1/09 to secure refreshments for the meeting. Additionally, the affiliation fee (\$50.00 pro-rated) received via mail from HYPE Youth Services was deposited into the committee's account. All annual affiliation fees for 2010 are due as of the first meeting of the year March 2010. The financial report was approved.
- V. **Old Business**
 - A. **TLHRC Follow Up Re:** H.O.P.E, Inc. A summary of the complaint regarding the H.O.P.E. Inc program. which entailed Access to and Correction of the Services Record for a client was submitted to the Advocate and was in compliance with the actions that were requested at the previous meeting. The information submitted was approved by the committee.
 - B. **TLHRC Follow Up Re:** OLA Home for Boys. Originally when this information was addressed the representative from OLA was not present. However, later during the Human Rights Activities Reporting period the information regarding the August 18, 2009 incident was presented to the committee. The committee had no further questions regarding the incident or the disposition that resulted; the report was later approved with the rest of the incidences presented from the Human Rights Activities Report.
 - C. **TLHRC Request for Policies for Review at the March 2, 2010 Meeting by New Affiliates:**
 1. Hamlet House III Youth Services: submitted policies for review
 2. H.Y.P.E. Youth Services: submitted policies for review
 3. EMS Intensive In-Home Services: failed to present their policies for review, but will email policies to the committee Chair.

VI. New Business:

A. **Tri-City Solutions: TLHRC Follow Up Re: Human Rights Activities Reports for 3/11/09 – 5/20/09 and 3/21/09 – 8/20/09 and Non-compliance with Affiliation Agreement:** The committee addressed the matters of non-compliance involving Tri-City Solutions' chronic issues with attendance at LHRC meetings and submission of Human Rights Activity reports. Charles Baker presented a statement regarding the restructuring of Tri-City Solutions to include new staff and corrective action to improve the program's compliance. Steven Lewis presented himself as a new owner of Tri-City Solutions and the individual responsible for ensuring improved compliance with the Human Rights requirements in the event that the committee agreed to maintain the affiliation of this provider. A. Perkins, HR Advocate, reviewed the affiliation agreement requirements for regarding attendance at LHRC meetings and the submission of the Human Rights Activities report. A motion was requested by the Chairperson to terminate the affiliation of Tri-City Solutions. A vote was taken and it was unanimously approved by the committee members to terminate the affiliation of Tri-City Solutions. A. Perkins reviewed the process for a provider whose affiliation with an LHRC is terminated. The representatives from Tri-City Solutions left the meeting following the announcement of their termination from affiliation.

B. **Affiliation Requirements Regarding Attendance & Timeliness of Submitting Activity Reports:** J. Redd, Chairperson reviewed previous documents and memos given to affiliates regarding the need to submit Human Rights Activity Reports by the established deadlines to Kelly Murphy, the support liaison to the committee. As of 12/1/09 there were 10 affiliates who either submitted their Human Rights Activities report late or not at all. A motion was approved to suspend the following affiliates due to their non-compliance regarding this issue:

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|--------------------------------------|-----------------------------|
| 1. Miracles Behavioral Health Center | 6. HOPE |
| 2. Family & Adolescent Services | 7. SO VA Regional Med. Ctr. |
| 3. Greater Unity Adult Services* | 8. Caring Corner |
| 4. Williamsville Wellness | 9. ACTS |
| 5. STONES | 10. Alliant Human Services |

The suspension will continue to the March 2, 2010 meeting and will require that these affiliates submit a letter and corrective action plan to the committee's chairperson outlining the corrective action which will be taken to ensure that all Human Rights Activities reports will be submitted on time. All corrective action plans can be sent to Kelly Murphy and John Redd (addressed to J. Redd) at jredd@aol.com or kmurphy@blueridgeservices.net. A. Perkins will notify the licensing specialists assigned to these affiliates to advise them of the recommendation for a citation. As long as these affiliates comply with the submission of the corrective action plan to address these issues and consistently follow the terms of their affiliation agreement, then they will resume their regular status as an affiliate of the TLHRC. A. Perkins stated that the suspension will not affect their means to conduct their normal business operations, but encouraged the need for compliance, as was reiterated by all of the committee members. A discussion regarding the committee's decision was initiated by the affiliates who admitted to making mistakes with submitting their reporting forms on time, but felt as though the committee's decision was too severe. *The record must reflect that the Greater Unity Adult Services program may not be included in the group

of programs that were approved for suspension due to the likelihood of presenting documentation that their report was emailed to K. Murphy on the due date.

- C. **Blue Ridge Residential Services/ Sponsored Residential Services Report of Sites Added and Discontinued:** K. Murphy reported that the program was adding three new sites:

1. Chester Forest Lane
2. Sambar Rd.
3. Matoaca Rd.

The program is Discontinuing three sites:

4. Avocet Ct.
5. Brookview Rd.
6. Candle Tree Ct.

The committee approved the addition and discontinuation of these sites.

- D. **Request for Affiliation for RISEUP, LLC:** Denise Turner presented information about the RISEUP Group Home program for males ages 13–21. The program is located in Chesterfield and will provide 24 hr. supervision and services to males with intellectual disabilities (IQ 70 and below). The Committee approved the affiliation of RISEUP, LLC.
- E. **Request for Affiliation for HOPE, Inc. (Program Expansion):** Vernon Oliver and Dennis Parker presented information about a Day Treatment Program that they are establishing in the Emporia school systems for children with emotional and behavioral difficulties. The Committee approved the affiliation request.
- F. **Policy Reviews:** The policy reviews for the following affiliates were postponed to the March 2, 2010 meeting due to time constraints:
1. OLA Home for Boys
 2. STONES, LLC
 3. Southern VA Regional Medical Center
 4. Williamsville Wellness
- G. **Affiliation fee:** All affiliates were reminded to submit their annual affiliate fee of \$100 at the March 2, 2010 meeting.

VII. Human Rights Activities Reports for the period of 8/21/09 – 11/20/09:

- A. **Alliant Consortium:** Nothing to report.
- B. **A.C.T.S.:** Nothing to report.
- C. **Blue Ridge Residential Services:** a client was taken to the emergency room due to an injury.
- D. **Caring Corner:** Provided a report about a complaint in which a consumer was mistakenly picked up by the transportation company and dropped off at the group home when there was no staff present. The transportation company was deemed negligent as they picked the consumer up from his day support program at the wrong time.
- E. **EMS Intensive In-Home Services:** Nothing to report.
- F. **Family & Adolescent Services:** A new behavioral specialist for the Day Treatment program was hired.
- G. **Family & Community Support Systems:** Nothing to Report.
- H. **Grace Family Services:** 1 staff member was terminated, 2 new hires and a report of a client inflicting an injury to herself.

- I. **Greater Unity:** Nothing to report
- J. **Hamlet House Youth Services:** Nothing to report, not licensed yet.
- K. **H.O.P.E., Inc.:** Hired 7 new staff
- L. **HYPE Youth Services:** Nothing to report.
- M. **Miracles Behavioral Health Center:** Hired 4 new staff.
- N. **OLA Home for Boys:** see report below.
- O. **S.T.O.N.E.S:** Hired 1 new staff.
- P. **So. VA Regional Medical Center:** 1 LPN resigned and another was terminated, 4 restraints and 3 seclusions were reported.
- Q. **Tri City Solutions:** Terminated from affiliation.
- R. **Williamsville Wellness, LLC:** Providing treatment for Impulse Control Disorders and 1 new counselor hired.

OLA Home for Boys: Sterling Burton presented the committee a brief summary and disposition regarding all of the incidences that occurred in the program during this reporting period. There were a total of 7 reports given, 2 of which were pending from a previous reporting period.

1.	August 15, 2009	Peer to Peer	Not Founded
2.	August 18, 2009	Peer to Peer	Not Founded
3.	September 21, 2009	Peer to Peer	Not Founded
4.	October 5, 2009	Peer to Peer	Not founded
5.	October 14, 2009	Peer to Peer	Founded for Neglect
6.	October 20, 2009	Client Assaulted Staff	Not Founded
7.	October 31, 2009	AWOL (3 residents)	Not Founded

- VIII. **Advocate's Report:** A. Perkins reported that the Dept. of DHBS has undergone major budget cuts which has resulted in the Office of Human Rights losing essential personnel. Please be advised that the time of processing for Human Rights business will be slower, but persons are asked to be patient with the department.
- IX. **Next Meeting:** March 2, 2010 at 4:30pm @ North Park Library
- X. **Executive Session:** An Executive Session was held with Blue Ridge Residential regarding a behavioral treatment plan. Executive Session is held with the Advocate, committee members and the affiliate and its representatives, but the details of the session are not required to be captured as a part of the meeting minutes.
- XI. **Meeting Adjourned at 6:15pm**