

TUCKAHOE LHRC QUARTERLY MEETING MINUTES

for

MARCH 1, 2011

North Park Library

The meeting was called to order at 3:50pm by Monica Lucas, Secretary, who was moderating over the meeting in the absence of the Committee's Chair.

- I. **Introductions:** All persons who were present stated their name and the program or interest which they were representing. The following is a roster of the Committee Members and Affiliates who were present for the March 1, 2011 meeting.

Committee Members:

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

Advocate Present:

- Michael Curseen, Human Rights Regional Advocate

Affiliate Members Present:

- Nancy Boykin, Caring Corner
- Deloris Smith, ACTS
- Victoria Pottschmidt, Family & Community Support Systems
- Kelly Murphy, Blue Ridge Residential Services
- Catherine St. Ours, Blue Ridge Residential Services
- Debra Hewitt, Southern Virginia Regional Medical Center
- Sterling Burton, OLA Home for Boys
- Kathy DeShazo Jackson, OLA Services
- Cynthia Woodson, Family & Adolescent Services, LLC
- Breon Epps, Greater Unity Residential Services/Adult Day Services
- Guirlande Dorsainville, Renaissance Residential Services, LLC
- Terrance Jones, Alliant Human Services

- Vernon Oliver, HOPE, Inc.
- Charita Watkins, HOPE, Inc.
- Sammy Jackson, H.O.P.E. Inc.
- Sandra Rasmussen, Williamsville Wellness, LLC
- Antonio Booker, Miracles Behavioral Health Center
- Laura Mack, EMS of VA
- Tony Davis, HYPE Youth Services, LLC
- Denise Turner, RISEUP, LLC
- Juan Wilson, RISEUP, LLC
- Gwen Ingram, Hamlet House Youth Services
- Latroyal Smith, I.L. Solutions/GROWN Program

Persons visiting or Seeking Affiliation:

- Angela Holden, Daily Grace, LLC
- Sharon Taha, Daily Grace, LLC

II. **Public Comment:** There was no public comments offered at this meeting.

III. **Review/Approval of December 7, 2010 Meeting Minutes:** There was a review of the December 7, 2010 meeting minutes in which the following amendments were requested.

- **H.O.P.E.** requested a change on page 2 from the use of “In-Home Counselor” to “LCSW” in the details of their activity report. The minutes from the December 7, 2011 meeting were approved with the revisions noted above.

IV. **Advocate’s Report:** Although Mr. Curseen had not arrived at this point of the meeting, there was a brief discussion regarding the Choice Program, which is the protocol adopted by the VA DBHDS regarding marketing and referral practices in securing clients who are serviced through the ID, Day Support, Group Home & Community Based Waiver programs. Affiliates who are applicable to these types of services were encouraged to contact the Office of Human Rights for a copy of the protocol and more details.

V. **Treasurer's Report:** Cynthia Woodson, of Family & Adolescent Services provided a report of the TLHRC account. Previous balance was 3,778.19; there were checks written totaling 195.30 for the Dec.2010 LHRC meeting & flowers sent to M. Lucas following the passing of her father; current balance is 3,582.89.

VI. **Old Business:**

- A. **Policy Review: G.R.O.W.N Program/ I.L. Solutions** The affiliate was not prepared with the requested content due to computer issues, however they were instructed to forward the requested content with the requested verbiage (restraint content) to the committee's administrative assistant (Kelly Murphy). Additionally there was a request for the re-submission of the previous Quarterly Activity Report.
- B. **Request for Resubmission of Quarterly Activity Reports from:**
 - 1. **Greater Unity:** The Quarterly Report with the appropriate revisions was presented prior to the close of the meeting.
 - 2. **OLA Group Home / OLA Family Services:** The Quarterly Report for both OLA programs was presented with the necessary revisions.

VII. **New Business:**

- A. **Request for Affiliation: Daily Grace Adult Day Program:** Details of the program was presented by Sharon Taha. Following a brief question & answer period, the committee approved the program for affiliation.
- B. **Blue Ridge Residential Services/ Sponsored Residential Programs:** Kelly Murphy provided information regarding new organizational changes. Blue Ridge is now being owned and operated by Res Care and will be doing business (DBA) under the name of Community Alternatives. Kelly will continue to attend meetings, but will be transitioning her administrative duties to another co-worker, Kathy St.

Ours. The official transition will be complete following the June 2011 meeting.

C. Community Alternatives requested affiliation for 4 new sites:

1. Hackney Road
2. Autumn Place Drive
3. Medallion Court
4. Perkins Road

There were no sites discontinued, all added sites were approved for affiliation.

D. Implementation of Recent SHRC Decisions: M. Lucas, Secretary, provided some insight into recent changes recommended by the SHRC regarding the operation of LHRC's throughout the state until Mr. Curseen's arrival. The committee and affiliates discussed the proposed recommendations and how they would effect the TLHRC. Specifically the discussion focused on

- 1. Attendance Procedures**
- 2. Dues & how money would be handled by affiliates**
- 3. Administrative/Secretarial duties**

There was a proposal that a sub-committee be formed to review the information and make recommendations, but the affiliates were able to amicably draw consensus to the following provisions:

1. The affiliates agreed that they would continue to attend all 4 TLHRC meeting each year even though they understood that the SHRC was recommending that affiliates would only be required to attend 1 meeting per year.
2. The affiliates are currently managing their own funds without any involvement from committee members, but agreed that new affiliates would pay \$100 following their affiliation and that all affiliates would pay \$100 dues only during even numbered years (i.e. 2012).

Additionally Mr. Curseen, Regional Advocate, mentioned that the LHRC could not restrict the number of affiliates by denying new affiliates without justification

to the SHRC. He cautioned the committee and affiliates to consider how it would operate in the event that the number of affiliates would inflate. The affiliates agreed that they would maintain the above mentioned provisions, while abiding with the other recommendations, which will ultimately support the overall functions of the committee.

VIII. Human Rights Activity Reports for the period 11/20/10 – 2/11/11:

Affiliates were requested to submit both their Quarterly Activity Report and their Annual Report for 2010. (NTR= No allegation of Abuse, Neglect, Exploitation or HR Violation To Report)

- A. **Alliant Human Services – NTR**
- B. **Associates in Counseling & Therapeutic Services – NTR**
- C. **Blue Ridge Residential Services – (DBA Community Alternatives)**
There were reports of a client having to go to the ER & following this event it was an allegation of missing medications relative to his family, which was ultimately deemed unfounded. However the committee requested that the affiliate determine the name of the medication that was allegedly missing.
- D. **Caring Corner – NTR**
- E. **EMS Intensive In-Home Services – NTR / 1 Termination / 2 New Employees**
- F. **Family & Adolescent Services – NTR**
- G. **Family & Community Support Systems, LLC – NTR / 1 New Hire / 1 Resignation**
- H. **Greater Unity – NTR**
- I. **GROWN Program/IL Solutions – NTR Needs to submit QAR & Annual Report to Kelly**
- J. **Hamlet House Youth Services – NTR**
- K. **H.O.P.E., Inc. – NTR / 1 New Hire**
- L. **H.Y.P.E. Youth Services – NTR / 3 resignations / 4 New Hires**
- M. **Miracles Behavioral Health Center – NTR / 4 New Hires**

- N. **OLA Home for Boys** – 1 Incident to report involving a resident who AWOLed from the home to attend a party, but was ultimately involved in a physical altercation with a peer when he returned to the home.
- O. **Renaissance Residential Services, LLC** – An allegation of neglect was presented in which a resident did not return home according to his schedule because he was suspended from the transportation van. However the staff who was knowledgeable of this did not report the change to other staff so that provisions could be made in advance. The resident was eventually picked up from his day support program. Disciplinary action was imposed upon the staff who failed to follow protocol. The program received a surprise licensing visit and the CAP was presented with presented with this report.
- P. **RISEUP, LLC** – 4 incidents to report: 1. Resident was admitted to the hospital due to suicidal ideations, medications were adjusted which supported stabilization. 2. Resident was suspended from school for assaulting another peer, court hearing pending. 3. Resident charged with shoplifting in a Target store, band from all Target stores, court hearing pending. 4. Resident suspended from school for pinching a school security guard, placed on homebound, AWOLed from the group home, but returned following the threat of a violation to his probation. The program has hired 3 residential counselors.
- Q. **Southern VA Regional Medical Center** - NTR
- R. **Williamsville Wellness, LLC** – NTR / New facility licensed / 11 New Hires

IX. **Secretary's Report:** M. Lucas, Secretary formally expressed thanks for the floral arrangements sent by the TLHRC following the passing of her father. The Secretary acknowledged that all 18 affiliates programs were represented at the meeting and thanked the affiliates who were responsible for the refreshments, setup and break down of the meeting space. Committee members who had not submitted their mileage reimbursement forms were admonished to do so as soon as possible. The next meeting is scheduled for Tuesday, June 7, 2011 @ 3pm for committee

members and 3:30pm for affiliates. The following programs will be responsible for the set up, break down and refreshments for the June 6th meeting:

Greater Unity – Set Up

GROWN Program – Refreshments

H.O.P.E. – Break Down

X. **Adjournment:** The meeting was adjourned at 5:43pm