

Draft Minutes

VIRGINIA BEACH AREA LOCAL HUMAN RIGHTS COMMITTEE MEETING

- **Date of Meeting: February 20, 2008**

- **Members Present:**

**Kevin Bowling
Kimberly Hitchman
Mary Meagher
Shaunna Robey**

- **Others Present:**

Reginald Daye, Regional Advocate, Region V, DMHMRSAS

- **Program Affiliates:**

Not applicable

- **Call to Order:**

Ms. Kimberly Hitchman called the meeting to order at 12:30 p.m. The meeting was held at Community Alternatives, Inc., located at 3133 Magic Hollow Boulevard, Virginia Beach, Virginia, 23456.

- **New Business:**

Mr. Reginald Daye presented a draft copy of previously approved local human rights committee bylaws for review and consideration by the members of the Virginia Beach Area Local Human Rights Committee. Mr. Daye went over the bylaws in detail, outlining the role and function of the committee. He also explained the relationship between the local human rights committee and the program affiliates. The local human rights committee adopted the draft bylaws and voted to recommend to the State Human Rights Committee, approval at its April 18, 2008 meeting.

- **Election of Officers:**

The Virginia Beach Area Local Human Rights Committee elected Ms. Kimberly Hitchman as chairperson; Ms. Mary Meagher as vice-chair and Ms. Shaunna Robey as secretary. Each of the aforementioned terms will run from February 20, 2008 through June 30, 2009. Future elections will be held in accordance with the LHRC bylaws.

- **The Local Human Rights Committee scheduled their next two meetings as follows:**

May 2, 2008 and August 1, 2008. The meetings will be held at Community Alternatives, Inc., located at 3133 Magic Hollow Boulevard, Virginia Beach Virginia, 23456. The meetings will begin at 9:30 a.m. and run through 12:00 noon.

- **Regional Advocate Report:**

Mr. Daye provided local human rights committee training on the following: role and function of the LHRC; how to conduct a hearing; how to conduct an LHRC meeting; the Freedom of Information Act and the Health Insurance Portability and Accountability Act (HIPAA).

- **Public Comment Period:**

There were no public comments.

- **Closed Session**

Not applicable

- **Adjournment:**

There being no further business, the local human rights committee voted to adjourn the meeting at 1:30 p.m.

- **Next Regularly Scheduled Meeting:**

Date: Friday, May 2, 2008

Time: 9:00 a.m.

Location: Community Alternatives, Inc.,
3133 Magic Hollow Boulevard, Virginia Beach, Virginia, 23456
Telephone number: (757) 468-7000.

- **Approved By:**

LHRC Chairperson

