

APPROVED MINUTES

Virginia Beach Area Local Human Rights Committee Meeting Minutes

- **DATE OF MEETING:** June 12, 2009
- **COMMITTEE MEMBERS PRESENT:**
 - Kevin M. Bowing – LHRC Board Member
 - Shaunna Robey – LHRC Secretary
 - Kimberly Hitchman – LHRC Chairman
 - Mary Meagher – LHRC Vice Chairman
- **OTHERS PRESENT & AFFILIATE NAMES:**
 - Reginald Daye – DMHMRSAS – Regional Advocate – Human Rights
 - Michelle Hammer – Hope House Foundation
 - Pamela Little – Community Alternatives, Inc., LHRC Program Liaison
 - Mildred Castanon – Community Alternatives, Inc., Program Secretary
 - Amy Karkane – Virginia Beach Department of Human Services
 - Jane Sinnott – Virginia Beach Department of Human Services
 - Donna Kellam – Eastern Shore CSB
 - Melissa Mason – Chesapeake CSB
 - Michael Burke – Burke Family Care
 - Vantoria Clay – Eagles Nest
- **CALL TO ORDER:**

The meeting was called to order by Kimberly Hitchman at 9:25 AM.
- **ADOPTION OF THE AGENDA:**

The agenda was reviewed and approved with changes as follows:

 - Add Eastern Shore Community Services Board Psychosocial Program to agenda for consideration and approval. A motion was made and approved to add Eastern Shore's request to agenda.
- **APPROVAL OF MINUTES:**

The minutes were reviewed and approved with the following change:

 - Under **PROVIDER REPORTS:**

Correct number of Incidents for VBDHS, Hope House, CCSB, ESCSB and CAI.
- **OLD BUSINESS**
 - **Affiliation Bank Account Set-Up & Invoice for Membership Dues**

The Affiliation Bank Account was set up with Monarch Bank. CAI reported how much money was received by members and gave a detailed breakdown of payments and balance. CAI will send invoices for dues for term 2009-2010.
 - **Continued Affiliation: Chesapeake CSB; Eastern Shore CSB; Virginia Beach DHS; Hope House Foundation; Burke Family Care; Eagles Nest.**

All Providers requested permanent affiliation. A motion was made and seconded and it was approved that Chesapeake CSB, Eastern Shore CSB, Virginia Beach DHS, Hope House Foundation, Burke Family Care and Eagles Nest are Permanent Affiliates.

Membership Vacancies

Mr. Daye informed the committee that there is a consumer vacancy on the LHRC. The licensed providers are responsible for seeking nominees to fill any vacancies on LHRC. If anyone needs an application they can contact Mr. Daye's office.

Burke Family Care

Mr. Michael Burke informed committee that one site has closed. (846 Weymouth Drive). Burke Family Care requested permanent affiliation.

Eastern Shore CSB

Ms. Cheryl Davis of Eastern Shore CSB informed the committee that they are adding a new building to their facilities. It is not yet licensed due to waiting for their Certificate of Occupancy. This building will house the existing administration and the Site Manager is Sharon Parker. Eastern Shore CSB provided the correct address for new building as follows: 18469 Dunne Ave, Parksley, VA 23421. Their program will operate the same services in the new building. A motion was made and seconded to grant temporary affiliation of the new building to operate the same services. It was approved.

Community Alternatives, Inc.

Ms. Pamela Little of Community Alternatives, Inc. informed the committee the address for the new Corporate Office location and OUDP new site as follows: Corporate Office 863 Glenrock Road, Norfolk, VA 23502 and Day Program 5735 Poplar Hall Drive, Norfolk, VA 23502. She informed the committee that CAI is working on keeping the same number if possible. She also stated that the estimated move in date is September 25, 2009. The Day Program and Corp office will be closed for one day and will reopen on September 28, 2009. She advised that staff will be working and will be available via cell phones.

- **NEW BUSINESS**

New Members Update:

Mr. Daye informed committee that new member Margaret Thatcher term will begin on July 1, 2009.

Ms. Kimberly Hitchman's last day on the committee will be June 30, 2009.

Mr. Daye informed committee that effective July 1, 2009, the DMHMRSAS name will change to "the Department of Behavioral Health and Developmental Services. After July 1, 2009 use the following email, The Department's email is www.dbhds.virginia.gov and Mr. Daye's is reginald.daye@dbhds.virginia.gov.

- **PROVIDER REPORTS** – Reporting Period:

Virginia Beach Department of Human Services

Staff Reporting: Amy Karkane

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
2	Abuses
1	Neglect
0	Exploitation
	Dignity/Respect
	Confidentiality
	Right to Treatment
8	Serious Injury
9	Deaths
20	Total INCIDENTS
	Total Number of Emergency Restraints
7	Total Number of Complaints via the Informal Complaint Process

Eastern Shore Community Services Board

Staff Reporting: Cheryl Davis

New Program: 1

NUMBER of INCIDENTS	TYPE OF INCIDENTS
2	Abuse - unfounded
1	Neglect - Founded
0	Formal Complaint
3	Total INCIDENTS
0	Total Number of Emergency Restraints
	Total Number of Complaints Resolved via the Informal Complaint Process

Eagles Nest LLC

Staff Reporting: Sheila Owens

New Program: Licensed on April 27, 2009

NUMBER of INCIDENTS	TYPE OF INCIDENTS
No Consumers	

Hope House Foundation

Staff Reporting: Michelle Hammer

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
1	Staff to Consumer Abuse
6	Peer to Peer
3	Serious Injury
	Formal Complaint
10	TOTAL INCIDENTS
0	Total number of Emergency Restraints
	Total Number of Complaints Resolved via the Informal Complaint Process

Community Alternatives, Inc.

Staff Reporting: Pamela Little

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
1	Staff to Consumer Abuse
28	Neglect
8	Serious Injuries
0	Formal Complaints
37	TOTAL INCIDENTS
0	Total Number of Emergency Restraints
	Total Number of Complaints Resolved via the Informal Complaint Process

Chesapeake Community Services Board

Staff Reporting: Melissa Mason

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
1	Staff to Consumer Abuse
2	Neglect
1	Formal Complaints
2	Serious Injuries
4	Deaths
0	Exploitation
10	TOTAL INCIDENTS
0	Total Number of Emergency Restraints
	Total Number of Complaints Resolved via the Informal Complaint Process

Burke Family Care

Staff Reporting: Michael Burke

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
	Staff to Consumer Abuse
	Neglect
	Formal Complaints
	TOTAL INCIDENTS
	Total Number of Emergency Restraints
	Total Number of Complaints Resolved via the Informal Complaint Process

- **PUBLIC COMMENTS:** None

