

DRAFT MINUTES

Virginia Beach Area Local Human Rights Committee Meeting Minutes

- **DATE OF MEETING:** August 14th, 2009
- **LHRC COMMITTEE MEMBERS PRESENT:**
 - Kevin M. Bowing
 - Shaunna Robey
 - Lisa Thatcher
 - Mary Meagher
- **OTHERS PRESENT & AFFILIATE NAMES:**
 - Reginald Daye – DBHDS – Regional Advocate – Human Rights
 - Michelle Hammer – Hope House Foundation
 - Pamela Little – Community Alternatives, Inc., LHRC Program Liaison
 - Tony Foy – Virginia Beach Department of Human Services
 - Dee Keenan – Virginia Beach Department of Human Services
 - Dawn Hardman – Virginia Beach Department of Human Services
 - Jane Sinnott – Virginia Beach Department of Human Services
 - Donna Kellam – Eastern Shore CSB
 - Melissa Mason – Chesapeake CSB
 - Larry Sawyer – Chesapeake CSB
 - Christine Bradshaw-Earl – Chesapeake CSB
- **CALL TO ORDER:**

The meeting was called to order by Mary Meagher at 9:10 AM.
- **INTRODUCTIONS**

The committee welcomed Ms. Lisa Thatcher as a new member to the committee. Affiliates present introduced themselves accordingly.
- **APPROVAL OF MINUTES:**

The minutes of the June 12th, 2009 minutes were reviewed and approved with the following change:
Under **OTHERS PRESENT & AFFILIATE NAMES:**
Donna Kellam, ESCSB, was omitted from the list however she was present at the June 12th, 2009 meeting.
- **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. According the Statement of Income & Expenses generated by CAI for the LHRC, the current account balance is 1,580.61. CAI distributed invoices for dues to be collected for the 2009-2010 period.

- **NEW BUSINESS**

1. **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.
2. **Chesapeake Community Services Board** - presented information relative to a new Therapeutic Day Treatment Program to be offered in Chesapeake Public Schools. CCSB staff answered relative questions and requested LHRC affiliation. **It was moved and seconded to approve affiliation of the Therapeutic Day Treatment Program. Update will be required at the next meeting.**
3. **Chesapeake Community Services Board** - presented a copy of the agency's program rules. The rules are to be universally applied to all programs. An addendum to these rules was also submitted for programs (Residential and Family Care) with specific requirements. These items were reviewed by committee members. **It was moved and seconded to approve Chesapeake CSB agency program rules as submitted.**
4. **Hope House – the Wanderer System update was moved to closed session as it contained client specific information.**
5. **Virginia Beach DHS –** presented revised program rules that provided more clarity for members at the Harbor and Adult Day Treatment Programs. **These rules were approved as submitted.**
6. **Virginia Beach DHS –** reported that they would like the committee's support in requesting a variance pertaining to individual's access to the telephone usage policy and proposed a level's system relative to the use. **It was moved and seconded to support a recommendation that Virginia Beach DHS request for variance be approved.**

- **PROVIDER REPORTS** – Reporting Period:

Virginia Beach Department of Human Services

Staff Reporting: Dee Keenan

New Program: No

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

Eastern Shore Community Services Board

Staff Reporting: Cheryl Davis

New Program: 1

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

Hope House Foundation

Staff Reporting: Michelle Hammer

New Program: No

NUMBER OF INCIDENTS	TYPE OF INCIDENTS
4	Staff to Consumer Abuse
8	Neglect/Peer to Peer
4	Serious Injury
0	Death
0	Formal Complaint
17	TOTAL INCIDENTS
0	Total number of Emergency Restraints
0	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
29	Staff to Consumer Abuse
23	Neglect
1	Dignity/Respect
0	Serious Injuries & Death
0	Formal Complaints
44	TOTAL INCIDENTS
0	Total Number of Emergency Restraints
0	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
0	Staff to Consumer Abuse
1	Neglect
1	Exploitation
1	Serious Injuries
1	Deaths
0	Exploitation
1	Total Number of Complaints Resolved via the Informal Complaint Process
5	TOTAL INCIDENTS
0	Total Number of Emergency Restraints

Representatives from Burke Family Care & Eagles Nest Were Not Present, thus no provider report was made. The Committee moved and seconded to drop both affiliates from permanent to temporary affiliation status per LHRC By-Laws.

- **PUBLIC COMMENTS:** None

