

*****APPROVED*****

Williamsburg Regional Local Human Rights Committee Minutes

Date of Meeting: January 13, 2010

**Denotes attendance at this meeting*

Committee Members: John Barrett*
John T. Farrar, M.D., Secretary*
Rita Gregory, Vice-Chairperson
James R. Henry*
Timothy Russell, Chairperson*

Office of Human Rights: Reginald Daye, Regional Advocate*
Willie Barnes, Patient Advocate

Program Affiliates: Bacon Street: Bob Coleman*
Better Life of Virginia: Christian Aigbe
Babatunde Talabi
Campbell House: Jacqueline Campbell*
Family Preservation Services: Monika Isip*
Neurological Rehabilitation Living Centers: Steve Dean *
SWRMC Structured Outpatient Behavioral Health Program: Mike Verano
United & Empowered Care: Marietta Cottingham*
Williamsburg Place: Patty Cranford*

Temporary Program Affiliates:
East End Academy IOP & Day Treatment Anissa Bishop

Call to Order:

Mr. Russell called the meeting to order at 9:03 am at Williamsburg Place

Approval of Minutes: *The October 14, 2009 committee minutes were amended, approved and accepted.*

Revision of 2010 Quarterly Meeting Schedule: The dates of the quarterly meetings for 2010 were revised to January 13, April 14, July 14, and October 13, 2010. The meeting day, time and place continue to be Wednesday, 9:00AM at Williamsburg Place.

Affiliate Program Reports:

Bacon Street

Number of Clients: 127
Staff to Client Ratio: 1:40
Program Changes: None
New Programs: None
Administrative Changes: None
Policy Changes: None
Handbook Changes: None
Number of Complaint or Abuse Cases: None.
Use of Restraints or Seclusion: None
Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: None

Better Life of Virginia

Number of Clients: 2
Staff to Client Ratio: 3:1
Program Changes: None
New Programs: None
Administrative Changes: None
Policy Changes: None
Handbook Changes: None
Number of Complaint or Abuse Cases: None
Use of Restraints or Seclusion: None
Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: None.

Campbell House

Number of Clients: 2 + 1 (In-Home)
Staff to Client Ratio: 1:4
Program Changes: None
New Programs: None
Administrative Changes: None
Policy Changes: None
Handbook Changes: None
Number of Complaint or Abuse Cases: None (See *Closed Session* in which the LHRC accepted the program's responses to recommendations for prior cases.)
Use of Restraints or Seclusion: None
Licensure or Human Rights Reviews: None

East End Academy Intensive Outpatient Program

No program representative was present for this meeting. (See *Discussion Items* in which the committee cancelled the affiliate status of the program as a consequence for non-attendance)

Family Preservation Services

Number of Clients: 63
Staff to Client Ratio: 1:3
Program Changes: Requesting Temporary Affiliation for Poquoson Schools under our already approved TDT Program. (See *Discussion Items* in which the committee approved a temporary 90-day affiliation)
New Programs: None
Administrative Changes: Monika Isip is the new Regional Director.
Policy Changes: None
Handbook Changes: None.
Number of Complaint or Abuse Cases: None
Use of Restraints or Seclusion: Two (See *Closed Session* in which the LHRC made two recommendations)

Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: None.

Neurological Rehabilitation Living Center

Number of Clients: 7
Staff to Client Ratio: 1:3
Program Changes: None
New Programs: None
Administrative Changes: None
Policy Changes: None.
Handbook Changes: None
Number of Complaint or Abuse Cases: None
Use of Restraints or Seclusion: None
Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: Unannounced Licensing Review by Mr. Gonzales on 12/16/09.
There was a citation on screening procedure.

Sentara-Williamsburg RMC Structured Outpatient Behavioral Health Program

No program representative was present for this meeting. A telephone call was made to the program which reported Mr. Verano was on emergency medical leave.

United and Empowered Care

Number of Clients: 6
Staff to Client Ratio: 1:4
Program Changes: None
New Programs: None
Administrative Changes: Ms. Syretta Williams is acting as the Program Director as of 10/19/09.
Policy Changes: None
Handbook Changes: None
Number of Complaint or Abuse Cases: None. (See *Closed Session* in which the LHRC accepted the program's responses to recommendations for prior cases.)
Use of Restraints or Seclusion: None
Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: (See *Discussion Items* in which the LHRC approved the program's Behavioral Management Plan.)

Williamsburg Place

Number of Clients: 43
Staff to Client Ratio: 1:6
Program Changes: None
New Programs: None
Administrative Changes: None
Policy Changes: None
Handbook Changes: None
Number of Complaint or Abuse Cases: Three (See *Closed Session* in which the LHRC reported recommendations.)
Use of Restraints or Seclusion: None
Information/Action on Prior Cases: None
Licensure or Human Rights Reviews: None

Discussion Items:

Request for Affiliation:

*Following discussion, the LHRC members unanimously approved the request of **Family Preservation Services** for a 90-day temporary affiliation for the already approved TDT Program in the Poquoson Schools.*

Requests for Approval of Program Behavior Management Plans and Rules of Conduct/Patient Handbooks:

*Following discussion and recommendations by Mr. Daye, the LHRC members unanimously approved the Behavioral Management Plan of **United and Empowered Care**.*

Sanctions for Non-attendance:

*(1) In accordance with the Affiliated Program Agreement with **East End Academy**, the committee cancelled the program's affiliate status for a second absence from this regularly scheduled WRLHRC meeting.*

*(2) In accordance with the Affiliated Program Agreement with **Sentara-Williamsburg RMC Structured Outpatient Behavioral Health Program**, the committee placed the program on temporary affiliate status for the quarter for failure to attend a regularly scheduled WRLHRC meeting. The program's affiliation with the WRLHRC is subject to being cancelled by the committee following a second such absence.*

OHR Advocate's Report and Training:

Mr. Daye reports that he will be continuing to provide technical support to this LHRC. There is a continued influx of new programs in the Tidewater Region. To further streamline procedures Licensure and Human Rights will continue to combine their processes for investigations and reviews.

Program Description: Mr. Dean presented a description of Neurological Rehabilitation Living Center.

Public Comment Period: There was no public comment.

Next Regularly Scheduled Meeting:

Wednesday, April 14, 2010, 9:00 am at Williamsburg Place, 5477 Mooretown Road, Williamsburg, VA. Telephone: (757) 565-0106.

Adjournment: Mr. Russell adjourned the meeting, with the membership's approval, at 10:00 am.

Closed Meeting: At 10:00 am the committee members went into closed session per Virginia Code 2.2-3711(A)(1): Personnel and (A)(4): Privacy to review the responses to their recommendations of last quarter by **Campbell House** and **United and Empowered Care**, and to review the reports of two uses of restraint or seclusion at **Family**

Preservation Services, two complaints of abuse at **United and Empowered Care**, and three complaints of abuse at **Williamsburg Place**. The committee reconvened in open meeting at 10:37, each member certifying that it heard, discussed, or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The committee reported out:

- (1) *No recommendation for **Campbell House**.*
- (2) *No recommendation for **United and Empowered Care**.*
- (3) *Recommended for **Family Preservation Services** that (a) the ISP of consumer, Mr J., be updated to reflect his recent increase in aggressive behavior, in particular, his use of a knife, and (b) provide this committee follow-up plans for Mr. J.*
- (4) *Recommended for **Williamsburg Place** that this committee receive information on Ms. K.'s dates of discharge and telephone calls regarding an incident. If the discharge date occurred after the incident was reported, additional information is requested by the committee at the next meeting. If the discharge date occurred prior to the incident was reported, no additional information is requested by the committee.*

Submitted by:

Approved by:

Robert E. Coleman, Recorder
Affiliate Program Liaison & Support

John T. Farrar, MD
LHRC Committee Secretary