

STATE HUMAN RIGHTS COMMITTEE  
DMHMRSAS  
Henrico Area Mental Health and Retardation Services  
10299 Woodman Road  
Glen Allen, Virginia 23060  
Conference Room C  
Friday, December 2, 2005

**ADMINISTRATIVE MEETING**  
**8:25 a.m.**

**COMMITTEE MEMBERS PRESENT**

Joyce Bozeman, Chairperson  
Michael Marsh, Vice-Chairperson  
Delores Archer  
Angela Brosnan  
Barbara Jenkins  
Carmen Thompson  
Bobby Tuck  
Kirby Wright  
Davey Zellmer

**HUMAN RIGHTS STAFF PRESENT**

Margaret Walsh, State Human Rights Director  
Kli Kinzie, Executive Secretary  
Charles T. Collins, Regional Human Rights Advocate, Region I  
Musa Ansari, Regional Human Rights Advocate, Region II  
Nancy C. Neese, Regional Human Rights Advocate, Region III  
James O. Bowser, Jr., Regional Human Rights Advocate, Region IV  
Reginald T. Daye, Regional Human Rights Advocate, Region V  
Sherry C. Miles, Regional Human Rights Advocate, Region VI  
Collette Ashiru, CORE Human Rights Advocate, Regions IV & V  
Deb Lochart, Facility Human Rights Advocate, Northern Virginia Training Center  
Timothy Simmons, Facility Human Rights Advocate, Northern Va Mental Health Institute  
Beverly W. Garnes, Patient Advocate, Southside Virginia Training Center

Dr. Joyce E. Bozeman, Ph.D., Chairperson, opened the administrative session of the December 2, 2005, State Human Rights Committee meeting.

Margaret Walsh, State Human Rights Director, opened the review of SHRC Goals. Ms. Walsh reported that department staff have not submitted information regarding the role of the LHRC in reviewing Electro-Convulsive Therapy orders. Ms. Walsh recommended the SHRC send a letter formally

requesting the information. Ms. Walsh will draft the letter.

Barbara Jenkins asked what the department is doing about substitute decision makers. Margaret Walsh responded that there are system-wide monitoring activities underway.

Margaret Walsh reminded the Youth in Transition Sub-committee that the SHRC has been waiting on their report. Sub-committee members, Carmen Thompson and Barbara Jenkins, agreed to report during the April 21, 2006 meeting.

Margaret Walsh stated that the SHRC has not conducted any activity on the goal of assisting with the recruitment of LHRC members. Ms. Walsh suggested the SHRC ask the advocates what tools would be useful for recruitment. Ms. Walsh will send an e-mail to staff requesting information on what is currently used. The SHRC will review the materials and information for ideas and share them with all staff. Advocates should note what populations are served by the LHRCs.

Ms. Walsh suggested the SHRC also work to actively recruit LHRC members in their regions. Ms. Walsh will ask Leadership Trainers to come before the SHRC to speak with them regarding techniques that may help in recruitment, with a focus on consumer involvement.

The development of a Recognition Award will be placed on the agenda for the March 2006, meeting.

Margaret Walsh reported that the administration turnover will delay the estimated timeline for approval of the draft revised human rights regulation. In light of this information the SHRC may wish to hold a training seminar in the Fall of 2006 rather than the Spring.

Barbara Jenkins asked that Joyce Bozeman, Charles Collins and Margaret Walsh submit updated information for the newsletter to her by December 15, 2005. The first issue of the newsletter will be posted in January of 2006.

Barbara Jenkins had no recommendations for providing guidance on LHRC minutes. Margaret Walsh suggested the SHRC provide a template of bare minimum information that must be provided in minutes. Ms. Walsh will draft a template.

Musa Ansari, Regional Human Rights Advocate, Region II, summarized how he and his staff are enforcing the human rights regulation requirement that programs provide administrative support to LHRCs. Mr. Ansari suggested advocates give programs a deadline after which the advocates shall no longer provide administrative support. Programs that do not provide staff for administrative support will be out of compliance with the regulation.

The SHRC reviewed the proposed 2006 meeting schedule.

## **REGULAR MEETING**

**10:25 a.m.**

### **COMMITTEE MEMBERS PRESENT**

Joyce Bozeman, Chairperson  
Michael Marsh, Vice-Chairperson  
Delores Archer  
Angela Brosnan  
Barbara Jenkins  
Carmen Thompson  
Bobby Tuck  
Kirby Wright  
Davey Zellmer

### **HUMAN RIGHTS STAFF PRESENT**

Margaret Walsh, State Human Rights Director  
Kli Kinzie, Executive Secretary  
Charles T. Collins, Regional Human Rights Advocate, Region I  
Musa Ansari, Regional Human Rights Advocate, Region II  
Nancy C. Neese, Regional Human Rights Advocate, Region III  
James O. Bowser, Jr., Regional Human Rights Advocate, Region IV  
Reginald T. Daye, Regional Human Rights Advocate, Region V  
Sherry C. Miles, Regional Human Rights Advocate, Region VI  
Collette Ashiru, CORE Human Rights Advocate, Regions IV & V  
Mark Seymour, CORE Human Rights Advocate, Regions I & II  
Deb Lochart, Facility Human Rights Advocate, Northern Virginia Training Center  
Timothy Simmons, Facility Human Rights Advocate, Northern Va Mental Health Institute  
Beverly W. Garnes, Patient Advocate, Southside Virginia Training Center

### **OTHER STAFF PRESENT**

Karen Walters, DMHMRSAS Special Counsel  
Eric Alridge, Director of Operations, Virginia Center for Behavioral Rehabilitation

### **CALL TO ORDER**

The December 2, 2005, meeting of the State Human Rights Committee was called to order by Dr. Joyce E. Bozeman, Ph.D., Chairperson. Dr. Bozeman asked committee members and staff of the office of human rights to introduce themselves for those present.

### **PUBLIC COMMENT PERIOD 10:30 TO 10:45**

Dr. Joyce Bozeman announced the public comment period and invited individuals to come forward to address the committee. There being no individuals who wished to come forward, the committee continued regular business.

### **MINUTES**

The minutes of the October 21, 2005, state human rights committee meeting were unanimously approved as corrected.

### **APPROVAL OF 2006 SHRC MEETING SCHEDULE**

The SHRC unanimously approved the 2006 meeting schedule. Dates for meetings after April 2006 will be revised to allow for a seminar in the Fall rather the Spring. The 2006 Meeting schedule will be re-submitted for the January 27 meeting.

Advocates introduced themselves for those attending the meeting.

### **Staff Update**

Sherry C. Miles, Regional Human Rights Advocate, Region VI, gave an update on Anne Stiles, Facility Human Rights Advocate, Piedmont Geriatric Hospital and the Virginia Center for Behavioral Rehabilitation. Ms. Stiles suffered a broken neck and is recovering well.

### **LHRC MEETING MINUTES**

No business at this time. Margaret Walsh will draft a template of the minimum requirements of minutes for review during the January 27, 2006 SHRC meeting.

## **VARIANCES**

The SHRC Received HIPAA Variance Reports from Southwestern Virginia Training Center, Southwestern Virginia Mental Health Institute, and Catawba Hospital. The reports were accepted for the file.

## **POLICY**

### **Virginia Center for Behavioral Rehabilitation: Visitation**

Margaret Walsh, State Human Rights Director, and Eric Alridge, Director of Operations for Virginia Center for Behavioral Rehabilitation, presented the VCBR policy on Visitation. Mr. Alridge expressed his concern for Anne Stiles and said the staff of VCBR are keeping Anne in their thoughts and are looking forward to her return.

Mr. Alridge reported that the facility has removed strip-searching from the visitation policy and the document has been modified with corrections indicated during the last SHRC meeting.

**The motion was made and unanimously passed to approve the Visitation policy for VCBR.**

## **BYLAWS**

### **Rappahannock-Rapidan Community Services Board Local Human Rights Committee**

Charles T. Collins, Regional Human Rights Advocate, Region I, presented the bylaws request on behalf of Rappahannock-Rapidan Community Services Board Local Human Rights Committee. The SHRC recommended the modification of two sentences.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification of Rappahannock-Rapidan Community Services Board Local Human Rights Committee.**

### **Welcome**

Mr. Michael D. O'Connor, Executive Director of Henrico Area Mental Health and Retardation Services, welcomed the State Human Rights Committee to Henrico Area CSB and thanked the committee and staff of the human rights office for their work on behalf of consumers.

### **Valley Community Services Board Local Human Rights Committee**

Charles T. Collins, Regional Human Rights Advocate, Region I, presented a bylaws revision request on behalf of Valley Community Services Board Local Human Rights Committee. Mr. Collins reported that the Bylaws have been fine-tuned to be in compliance with the current human rights regulation.

Bobby Tuck pointed out that the bylaws should state that all applications for LHRC membership are to be sent forward to the SHRC, not just those from individuals who are recommended for appointment. Also, the SHRC asked that sub-committees be identified as "subcommittees" in the bylaws, rather than as "committees".

**A motion was made and passed by a vote of eight to one to approve the bylaws revision for Valley community Services Board Local Human Rights Committee with the recommended changes.**

Commonwealth Center for Children & Adolescents Local Human Rights Committee

Mark Seymour, CORE Human Rights Advocate, Regions I & II, presented the bylaws request on behalf of Commonwealth Center for Children and Adolescents Local Human Rights Committee.

The SHRC requested the Bylaws be changed to indicate that all applications for LHRC membership will be sent forward to the SHRC, not just those from individuals who are recommended for appointment. Also, telephone meetings are to be allowed under specific circumstances in accordance with FOIA guidelines. The word "regs" is to be changed to "regulations".

**A motion was made and passed by a vote of eight to one to approve the bylaws revision for Commonwealth Center for Children & Adolescents Local Human Rights Committee with the recommended changes.**

New River Valley Local Human Rights Committee

Nancy C. Neese, Regional Human Rights Advocate for Region III, presented the bylaws modification request for New River Valley Local Human Rights Committee.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification request for New River Valley Local Human Rights Committee with the amendment that there must be at least three (3) members present to vote.**

Southwest Regional Human Rights Committee

Nancy C. Neese, Regional Human Rights Advocate, Region III, presented the bylaws modification request for Southwest Region LHRC.

**A motion was made and passed by a vote of seven to one with one abstention to approve the bylaws modification request for Southwest Region Local Human Rights Committee with the amendment that there must be at least three (3) members present to vote.**

Southwestern Virginia Mental Health Institute Local Human Rights Committee

Nancy C. Neese, Regional Human Rights Advocate, Region III, presented the bylaws modification request for Southwestern Virginia Mental Health Institute Local Human Rights Committee.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification request for Southwestern Virginia Mental Health Institute Local Human Rights Committee with the amendment that there must be at least three (3) members present to vote.**

Southwestern Virginia Training Center Local Human Rights Committee

Nancy C. Neese, Regional Human Rights Advocate, Region III, presented the bylaws modification request for Southwestern Virginia Training Center Local Human Rights Committee.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification request for Southwestern Virginia Training Center Local Human Rights Committee.**

Metro Richmond Local Human Rights Committee

James O. Bowser, Jr., Regional Human Rights Advocate, Region IV, presented the bylaws modification request for Metro Richmond Local Human Rights Committee.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification request for Metro Richmond Local Human Rights Committee.**

Hiram W. Davis Medical Center Local Human Rights Committee

James O. Bowser, Jr., Regional Human Rights Advocate, Region IV, presented the bylaws modification request for Hiram W. Davis Medical Center Local Human Rights Committee.

**A motion was made and passed by a vote of eight to one to approve the bylaws modification request for Hiram W. Davis Medical Center Local Human Rights Committee.**

Southside Community Services Local Human Rights Committee

Sherry C. Miles, Regional Advocate, Region VI, presented on behalf of the Southside Community Services LHRC, a request to amend their bylaws in order to comply with the Virginia Code section 37.1-84.3 to include a health care professional in the LHRC membership composition.

**A motion was made and passed by a vote of eight to one approve the Southside Community Services Local Human Rights Committee bylaws as submitted.**

LHRC MEMBERSHIP

**The motion was made and passed to go into closed session pursuant to Virginia Code §2.2-3711 for the purpose of considering appointments to Local Human Rights Committees.**

Upon reconvening in open session, the State Human Rights Committee certified that to the best of each member's knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matters identified in the motion to convene the closed session were discussed in closed session.

**The motion was made and unanimously passed to appoint the following applicants to the specified Local Human Rights Committees. All appointments are made as requested except that the appointment term begin date for Sharlene Dandridge is to be January 2006 rather than April 2006.**

Northwestern Community Services Board LHRC

Appoint:

Ms. Mary Louise Mattingly

Fredericksburg Area LHRC

Appoint:

Ms. Karen Tiberio

Loudoun LHRC

Appoint:

Ms. Allison D. Gentile

Northern Virginia Regional LHRC

Appoint:

Ms. E. Ivenia May

Petersburg Regional LHRC

Appoint:

Ms. Sharlene Dandridge

Appoint:

Mr. John Vartanian

Richmond Tri-Cities LHRC

Appoint:

Ms. Tarah Comer

Metro Richmond LHRC

Appoint:

Mr. Elliott Cox

Goochland/Powhatan LHRC

Appoint:

Ms. Gwen L. Hagen

Genesis LHRC

Appoint:

Ms. Brenda Hogg

Portsmouth Regional LHRC

Appoint:

Ms. Sherri L. McGriff

Danville/Pittsylvania County Regional LHRC

Appoint:

Ms. Mamie Wyatt

Central Virginia Community Services LHRC

Appoint:

Ms. Anne Johnston-Breeden

Heartland Regional LHRC

Appoint:

Mr. Royce Cersley

Mr. Darin Knicely

Central Virginia Training Center

Appoint:

Ms. Dolly Clingempeel

Central Virginia Training Center

Appoint:

Mr. William P. Saunders

Margaret Walsh will draft a letter from the SHRC to Commissioner Reinhard regarding ready for discharge issues.

**Having no further business to discuss, the motion was made and passed to adjourn the meeting.**

Respectfully submitted,



Joyce E. Bozeman, Ph.D.,  
Chairperson