

**DRAFT**  
**MINUTES**  
**LOCAL HUMAN RIGHTS COMMITTEE MEETING**  
**New College Institute - Martinsville, VA**  
**August 13, 2013 – 4:00 P.M.**

**LHRC MEMBERS ATTENDING:** Jim Rountree, Nancy Davis, Susan Meeks, Rhonda Stone and Sharon Shepherd

**OTHERS ATTENDING:** Henry Ayers, PARC Workshop, Inc., Penny Belcher, Patrick County Developmental Center, Pamela Pritchett, Stepping Stones, Sherry Cowan, Blue Ridge Counseling Services, Lois Barbour and Cynthia Eberhardt, Pioneer Outpatient Behavioral Health, Jeannie Odachowski, Family Preservation Services, Chas Colley, Hope Tree Family Services, Jessica Rill, United Support Services, Torey Morris, Life Stages, Brad Hughston, It's About Time, Inc., Jenny Brummitt, EHS Support Services, Donald Wheeler and Len Wiley, ATIBA Youth Interventions, Rochelle Potter and Ashley Callahan, Phoenix, LLC, Carol Walker, East Mental Health, Kenny Seale, Trinity Support Services, Dale Hamann, Intercept Youth Services, Victor Rivera, Support Systems, LLC, Mary Menefee & Dianne Hairston, Mayo Residential, LLC, Cynthia Bradford, Community Alternatives VA, Lynda Edghill, Goodwill Industries, Fred Mack, Praises Mental Health Services, Inc. Shelby Finch, Branches of Hope, LLC, Jennifer Mangum, Destini Therapeutic Services, Inc., Tim Hairston, Upside to Youth Development, Leah Riddle, Memorial Hospital of Martinsville, Nancy Sprinkle, potential LHRC member, Becky Lovell, Sharon Buckman and Ron Hairston, Piedmont Community Services, and Jennifer Kovack, Office of Human Rights/DBHDS.

**LHRC MEMBERS ABSENT:** Sharon Hooker

**I.** Committee Chairman Nancy Davis called the meeting to order at 4:05 p.m.

**II. Approval of the May 14, 2013 Minutes - Nancy Davis**

Upon reviewing the minutes from the May 14, 2013 meeting, the minutes were approved with the following changes: Page 2, Section V. Affiliation requests, #5. Praises Mental Health Services, Inc. – Change the name Camel to Gamel. Fred McGhee is her brother. The home they plan to open is on Triple Creek Road, off of Doe Run Road. Becky will make the necessary corrections. A motion was made and seconded to approve the May 14, 2014 minutes with the noted corrections. A unanimous vote of approval followed.

**III. Regional Advocate's Report – Jennifer Kovack**

a. Jennifer Kovack reported that her fax number will be changing. She will send the new number to Becky and she will email it to everyone.

b. Jennifer talked briefly about the state's CHRIS system and how to get signed up. The DBH has CHRIS training on their website. The SHRC is working to make it to where affiliates can run a quarterly report that will result in not having to do the required quarterly report. Information on this will be made available as it is received.

c. Jennifer will probably be on maternity leave at the time of the next meeting in November. Beth Lee from Lynchburg will be covering for her at the November and February LHRC meetings.

d. Copies of the DBH's "General guidance for when individuals with intellectual disabilities should be taken to the Emergency Department" was made available. Jennifer will check to see if DBH is sending this out to everyone. Information such as this is available on their website.

e. The 2<sup>nd</sup> Quarter report was due July 5. If this has not been sent in, it should be done as soon as possible.

f. Jennifer reminded the affiliates that the committee voted at the last meeting to require a deadline of two weeks before the LHRC meeting date to have requests and information to include these on the agenda. This was to allow adequate time for committee members to review requests and information prior to the meeting.

g. Affiliates were reminded that they need to have a representative at all LHRC meetings.

#### **IV. CSB Activities – Ron Hairston**

a. Ron reported that Bill Cook, Clinical Director for PCS, left the agency. Sharon Buckman was introduced as the interim director. PCS is advertising for this position. He also reported that his Human Resources Specialist is leaving and the agency will be looking to fill this position.

#### **V. Affiliation requests:**

1. Roanoke Youth Advocate Programs, Inc. has requested by letter to terminate their affiliation with the LHRC. According to Valerie Koeppel of Roanoke Advocate Program, they have not provided services to anyone in the PCS LHRC area and do not have any potential clients in the area at this time. After discussing the matter, a motion was made, seconded and received a unanimous vote to approve this termination request for Roanoke Youth Advocate Programs, Inc.

2. Donald Wheeler with ATIBA Youth Services requested to expand services to include Mental Health Support Services and Therapeutic Day Treatment Services to the Halifax County area. A motion was made to approve this request. The motion received a second and a unanimous vote of approval followed.

3. Brandon Hudson reported that Upside to Youth Development has relocated to 625 Piney Forest Road, Suite 308A, Danville, VA. They are at the same address, just a larger suite.

#### **VI. Other:**

a. Affiliate Assessment – Becky reported that everyone has paid their 2013-14 LHRC Assessment with the exception of one affiliate. She will contact that affiliate.

b. The LHRC needed to go into closed session for the purpose of interviewing a potential committee member to fill the committee's vacancy that requires a member to serve as a family member. A motion was made by Sharon Shepherd for the PCS LHRC to go into closed session pursuant to Virginia Code 2.2.3711 A (4 & 15) for the purpose of interviewing a LHRC applicant. The motion received a second and unanimous vote. Everyone except the person being interviewed was excused.

Sharon Shepherd made a motion to return to open session. The motion received a second and a unanimous vote followed.

Committee Chair Nancy Davis moved that each member certify that to the best of their knowledge only matters lawfully exempted from open meeting requirements and VA Code 2.2-3711 A (4 & 15) for the purpose of interviewing LHRC applicants were heard, discussed or considered. Each member replied individually, "I so certify".

Committee Chair Nancy Davis made a motion to recommend Nancy Sprinkle to serve on the LHRC as a family member. The motion received a second and a unanimous vote of approval followed. Jennifer will submit the request to the State Local Human Rights Committee for approval.

**VII. Upcoming LHRC Meeting Dates:**

**November 19, 2013** – 4-6:00 pm, New College Institute, Room 303

Due to Jennifer Kovack being out on maternity leave, meeting dates for the 2014 meeting were scheduled as follows:

**February 11, 2014** (Snow date is February 18, 2014)

**May 13, 2014** – (Meeting & Annual Appreciation Dinner)

**August 12, 2014**

**November 18, 2014**

Respectfully submitted by:

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Becky Lovell