

DRAFT

MINUTES LOCAL HUMAN RIGHTS COMMITTEE MEETING AND APPRECIATION DINNER June 6, 2006 – 4:00 P.M. Quality Inn/Dutch Inn Restaurant

ATTENDING: Richard Cobb, Aleen Wilson, Paul Jones, Rob Hiatt, Jerri Crews, Gundrun Rapp-Chase, and Jim Potter

OTHERS ATTENDING: Dianne Hairston and Mary Menefew (Mayo Residential), Agnes Edward, Diane Exner, and George Martin (Lamano Agency), Shelly Bostic (private practice therapist), Jenny Mays and Liz Chappell (Virginia Baptist Children's Home & Family Services), Megan Anderson (Didlake, Inc.), Lynda Edgehill (Goodwill Industries), Sharon Leftwich (potential LHRC member), Sherry Miles (Regional Advocate), Jim Rountree and Becky Lovell (Piedmont Community Services).

MEMBERS ABSENT: Jerry Womack

Richard Cobb brought the meeting to order.

I. Approval of Committee Minutes – Richard Cobb

After reviewing the minutes for the November 21, 2005, and February 21, 2006, meetings, a motion was made, seconded, and passed to approve these minutes as presented. The November 21, 2005 minutes were not approved at the February meeting due to the lack of a quorum present.

II. LHRC Recruitment – Richard Cobb

Richard reported that the LHRC currently has one position open and that Paul Jones' term expires June 30. Paul is not eligible to serve another term.

Becky introduced Sharon Leftwich who is interested in serving on the committee. Sharon will complete an application and be interviewed later during the meeting.

III. CSB Activities – Jim Rountree

Jim reported that PCS has had some complaints and all of them have been resolved with the exception of one. He is still working on that one and continues to make every effort to resolve complaints before they come before the LHRC.

IV. Regional Advocate's Report – Sherry Miles

a. Sherry discussed the following topics covered in the Bylaws:

1. Member attendance. Attendance at committee meetings is important in order for the committee to function properly. Committee members should be able to

attend meetings unless situations arise that requires them to miss meetings (example: work, health, etc.). After discussing the matter further, a motion was made, seconded and passed that committee members will be replaced upon missing two meetings without contacting the LHRC.

2. Electronic Meetings. Electronic meetings must have minutes just as a regular meeting would have. All minutes must be posted in “draft” form on the CSB website within 10 days of the meeting. “Approved” minutes must be posted within three days of the approval process. It is also required that the website include future LHRC meeting dates.

3. Quorum. A quorum is defined as one above half of the number of committee members and not as the total number of seats on the committee.

- b. The State Human Rights Committee training will be in Richmond during the month of September. Sherry will provide additional information as it is received. It is the responsibility of the LHRC to cover the costs for LHRC members to attend the training if they desire to go. Sherry provided committee members with a copy of “Human Writes”, a newsletter of the State Human Rights Committee.
- c. The next State Human Rights Committee meeting is June 9 in Roanoke.
- d. The draft of the new Human Rights Regulations is on the Governor’s desk. Sherry will let the committee know the dates for the public comment period. After that part of the process is completed the regulations go back the Office of Human Rights for changes and then back again for public comment once again.
- e. Sherry reported that she had investigated an incident where a consumer passed away. In reviewing the files, some problems were noted. Her report has been sent to Jim Tobin. She expects to receive his response in the next week or so.

V. Annual Affiliate Dues – Richard Cobb

Richard led a discussion regarding an annual assessment fee for affiliates. In the past it has been \$100 a year. After discussing the costs and time associated with the LHRC, a motion was made, seconded and passed to increase the annual assessment for affiliates to \$125 due in July. Becky will send out invoices.

VI. Presentation to out-going LHRC member – Richard Cobb

Richard presented Paul Jones with a plaque and expressed the committee’s appreciation for his service to the LHRC.

VII. Executive Session

The Committee went into Executive Session to interview a candidate for a vacancy on the Piedmont Community Services LHRC Committee. The motion was made and passed that the Piedmont Community Services LHRC go into closed session pursuant to Virginia Code §2.1-344A (15) for the purpose of interviewing for a member vacancy.

Upon reconvening in open session, the Committee unanimously passed a motion to nominate applicant Sharon Leftwich for membership to Piedmont Community Services LHRC.

Restrictive Treatment Plan

The motion was made and passed to go into Executive Session pursuant to Virginia Code, §2.2-3711 (15), for the purpose of discussing a restrictive treatment plan for KB. This review necessarily involved discussion and consideration of mental and medical records excluded and information excluded from the Freedom of Information Act. Members present were: Richard Cobb, Aleen Wilson, Rob Hiatt, Paul Jones, Jim Potter, Jerri Crews, and Gundrun Rapp-Chase.

Upon reconvening in public session, the Piedmont Community Services Local Human Rights Committee unanimously certified that to the best of each Local Human Rights Committee member's knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matter identified in the motion to convene the Executive Session were discussed in the Executive Session.

The motion was made and unanimously passed to approve the Behavior Plan for KB as submitted.

The meeting was adjourned and an appreciation dinner followed.

NEXT MEETNG: The next meeting is scheduled for Tuesday, September 12, 2006, 4:00 - 6:00 p.m., at Piedmont Community Services.

Respectfully submitted by:

Dr. James E. Rountree, Sr.