

DRAFT
MINUTES
LOCAL HUMAN RIGHTS COMMITTEE MEETING
& Annual Appreciation Dinner

August 9, 2011 – 4:00 P.M.
Dutch Inn/Quality Inn, Collinsville, VA

LHRC MEMBERS ATTENDING: Nancy Davis, Sharon Shepherd

OTHERS ATTENDING: Donald Wheeler & Len Wiley – ATIBA Youth Intervention Services, Maria Hodge & Tammy Solari – United Support Services, Jennifer Sherman - Intercept Youth Services, Sherry Cowan and Sharon Wilson – Blue Ridge Counseling Services, Linda Mayo and Mary Menafee – Mayo Residential, LLC, Vicki Adams – Mpowering Kids, Leanne Martin – National Counseling Group, Will Childers, Chas Colley and Trish Pendleton – HopeTree Family Services, Jennifer Oakes and Mitzi Tuck – It’s About Time, Inc., Bryon Bain and Brandon Hudson – Upside to Youth Development, Lois Barbour and Cynthia Eberhardt – Pioneer Health, Henry Ayers – PARC Workshop, Lynda Edghill – Goodwill of the Valleys, Mary Laughinghouse – EHS Support Services, Torey Morris – Life Stages, Penny Belcher – Patrick County Developmental Center, Pamela Pritchett – Stepping Stones, Rochelle Bower Potter – Support Systems, LLC, Barbara Fasick, Carla Yopp and Pam Hylton – Trinity Support Services, LLC, Carol Walker – East Mental Health, Sandra Lawson – Claye Corp, Ron Hairston, Bonita Vipperman and Becky Lovell - Piedmont Community Services, Jim Rountree – Potential new LHRC member, Aleen Wilson and Jerry Crews – Out-going LHRC members, and Roanna Deal – OHR.

MEMBERS ABSENT: Gail Ross and Rhonda Stone

I. LHRC Chairman Nancy Davis called the meeting to order at 4:15 pm.

II. Introductions – Nancy Davis

a. Nancy advised everyone that Sherry Miles would no longer be serving as regional advocate for this area. She has accepted another position with the Department of Behavioral Health. Nancy introduced and welcomed Roanna Deal as our new advocate. Roanna has an office at the Southern Virginia Mental Health Institute in Danville.

III. Approval of May 3, 2011 minutes – Nancy Davis

The minutes from the May 3, 2011 meeting were not approved do to the lack of a quorum.

IV. Regional Advocate’s Report – Roanna Deal

a. Roanna provided the following contact information:
Address – SVMHI, 382 Taylor Drive, Danville, VA 24541-4023
Cell Phone – 434/964-8500 --- Fax – 424-773/4241 --- Office – 434/773-4267
Email address: roanna.deal@dbhds.virginia.gov

She does not have voice mail at this time. The best way to contact her is by calling her cell number.

- b. Roanna advised everyone that they should update their human rights posters with the new contact information and be sure to include her cell number.
- c. Monthly/Quarterly/Annual Reports – Affiliates no longer have to do monthly reports, however, quarterly and annual reports are required. Quarterly reports are due for the quarters ending March, June, September, and December, and are due by the fifth day of the following month. For example, September 30 reports are due by October 5. Annual reports are due by January 5 each year. All reports should be sent electronically, not faxed. B.J. McKnight recently distributed the new forms; however, if you do not have them, contact Roanna.
- d. Affiliates were asked to continue sending Peer-to-Peer Incidents/Abuse Neglect reports in within 24 hours as required.
- e. Roanna advised everyone that she would be assuming the duty of site reviews. She will be looking at the temperature settings on hot water heaters. This should not be over 120 degrees.
- f. Roanna explained that the Attorney General has recently reemphasized regulations regarding public meetings. In accordance with the Freedom of Information Act (FOIA), all LHRC business must be conducted in meetings open to the public except while in executive session. LHRC Committee members cannot discuss any matters between themselves or over the telephone. Everything must be discussed in open session. All discussions and communication is subject to inquiry by the state.

V. CSB Activities – Ron Hairston

- a. Consumers have moved into Piedmont Community Services' new Herrick House located at 130 West Church Street in Rocky Mount. An open house was held on June 28 and was well attended. The home serves as a residential facility for six adults with intellectual disabilities.
- b. Several PCS mental health support staff from the Technology Drive Office has moved to the former Herrick House at 50 West Church Street.

VI. Recruitment & Annual Assessments – Becky Lovell

- a. We are in the process of looking for additional new LHRC members to fill vacant positions as a result of three committee members' terms expiring as of June 30. They are not eligible for reappointment. We continue to need a family member to serve on the committee in order to be in compliance. Becky asked for referrals and advised affiliates that if we cannot bring the committee into compliance for committee makeup and within our Bylaws, everyone will have to travel to Danville to attend human rights meetings there.
- b. Becky reported that there are still several affiliates who have not paid their annual assessment. Those affiliates are: Support Systems, National Counseling Group, Life Stages, Inc., Intercept Youth Services, East Mental Health, and ATIBA. They were asked to get their checks sent as soon as possible.

VII. Affiliation requests – Do to the lack of a quorum, affiliation requests were not heard and will be handled at another date to be determined.

VIII. Other:

a. PCS Limited English Proficiency Policy – Bonita Vipperman, Quality Assurance Manager for PCS – Bonita reported that she has put together a policy on Communicating with Persons who have Limited English Proficiency and Hearing and/or Speech Impairment for PCS. The policy addresses communication issues that could prohibit consumers from obtaining services. The PCS Human Resources Department has put together a list of qualified interpreters for the agency.

b. Affiliate Reports:

National Counseling – Leann Martin reported that they have 13 on staff and 50 clients. They have had no incidents to report.

Pioneer Outpatient Behavioral Services – Cynthia Eberhardt reported that they have 13 patients and no incidents to report.

Intercept Youth Services - Jennifer Sherman reported that they have 40 clients and no incidents to report. They also plan to move their office at the end of August and will notify the LHRC prior to the move.

Patrick County Developmental Center - Penny Belcher reported that they serve 13 individuals and have no incidents to report.

United Support Services – Tammy Solari reported that they have 13 clients. They were also audited on June 14 and received no citations and recently received licensure approval for services in Bedford. That office is already open.

Support Systems – Rochelle Bower reported that they have relocated.

Trinity Support Services, LLC - Carla Yopp reported that TSS has requested affiliation and is awaiting completion of this process.

Blue Ridge Counseling – Sharon Wilson reported that she is serving two Patrick County schools providing therapeutic day treatment services. She had no incidents to report.

It's About Time - Jennifer Oakes reported that they are serving two individuals and have interpreters in place for Spanish and sign language. They have no incidents to report.

Upside to Youth Development – Brandon Hudson reported that they have 8-9 clients and have hired a new clinician. They had no incidents to report.

East Mental Health – Carol Walker reported that they are a new affiliate and have no incidents to report.

PARC – Henry Ayers reported that they operate a workshop program and have had no incidents to report.

Goodwill of the Valleys – Lynda Edghill reported that they are a licensed day support work program and have 20 participants. She invited everyone to their open house on August 23, 10 am. They have added DD Waiver services to their license.

EHS Support Services – Mary Laughinghouse reported that they have moved from Starling Avenue to 300 Franklin Street (Clock Tower) in Martinsville. They serve 45 clients and are expanding into the Danville/Pittsylvania County area.

Mpowering Kids – Vicki Adams reported that they have expanded into Danville/Pittsylvania County and serve 18 clients. They have no incidents to report.

Mayo Residential – Linda Mayo reported that they serve five adults and have 13 employees. They had one Peer-to-Peer Incident and one abuse/neglect report. All of these incidents have been resolved.

Life Stages – Torey Morris reported that they are in the process of completing their licensure requirements.

ATIBA – Donald Wheeler reported that they have 13 clients and are looking for mental health support staff.

HopeTree Family Services – Will Childers reported that they have 17 group homes in Virginia (one in Martinsville) and no incidents to report.

b. **Recognition of out-going LHRC members** – Nancy Davis recognized Jerri Crews, Aleen Wilson, and Jim Potter (absent) for their service on the committee. They have each served at least two terms and are not eligible to serve additional terms at this time. She expressed her appreciation on behalf of the committee and affiliates for all their time, effort and commitment to providing human rights for the consumers in Martinsville and the counties of Henry, Patrick and Franklin. Each out-going committee member was presented with a Certificate of Appreciation. Becky will mail Jim Potter's certificate. An appreciation dinner followed the meeting.

IX. Executive Session – The committee was unable to address issues requiring an executive session due to the lack of a quorum. Becky will try to arrange a meeting for committee members for August 23, 24 or 25. August 23, 4:00 pm, seems to be the best time. She will contact the committee members to confirm the date and location for the meeting.

VII. Upcoming LHRC Meeting Dates:

November 15, 2011, 4-6:00 pm, 24 Clay Street

Respectfully submitted by:

Becky Lovell