**COLONIAL REGIONAL LOCAL HUMAN RIGHTS COMMITTEE Meeting Minutes**

**July16, 2015**

**Members Present:** Veronica Reid, Denese Gillis, Carol Brown

**Members Absent:**

**Others Present:** Timothy Jones, Human Rights Advocate

**Potential Affiliate:** None

Affiliates Present: Therapeutic Interventions, Inc., Thoroughgood House, Virginia Supportive Housing, Community Behavior Support, Hope Seekers, VABODE, Youth & Family Counseling, The Peninsula Community Care Center, ReNew Life, Martha’s Place, Phoenix Counseling Group, Olmeja, LEVOC Family Services, VABODE

**Affiliates Absent:**  Independent Perspectives, 4EverHope of Suffolk

**1. Call To Order**

The Colonial Regional Local Human Rights Committee was called to order at 5:35 p.m. July 16th 2015, by Denise Gillis; for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee.

**2. Review and Approval of Agenda**

July 16th 2015 Agenda was reviewed.

 **Action:** Ms. Reid made a motion to approve the agenda as amended

 **Second:** Ms. Brown

 **Vote:** Unanimous

**3. Review and Approval of Minutes**

April 16th 2015 Minutes were reviewed.

 **Action:** Ms. Brown made a motion to approve the agenda as amended

 **Second:** Ms. Reid

 **Vote:** Unanimous

**4.** **Announcements**
 None

**5. Public Comment**

None

**6. Human Rights Advocate Comments –** Mr. Jones notified the providers that Beth Clemmons was no longer going to serve on the LHRC and there are not two general vacancies. Mr. Jones reminded the affiliates of the importance to fill those positions as soon as possible. Mr. Jones went over the current vacancies on the LHRC committee.

CHRIS Reports: When entering cases make sure you complete everything under the accusation and investigation tabs.

Accusation Tab: On peer to peer incidents you will need to put the aggressors name under the accusation. If it’s an allegation against a staff you will need to place the staff members name there.

Investigation Tab: Fill out everything on the page, some areas were incomplete.

Saving: Update – go to the bottom of the investigation page under case status, select agrees with director’s decision or action plan then hit save.

Facilities have 10 business days to complete abuse investigations, 5 working days for informal complaints and 10 working days for formal complaints.

**7. Old Business**

1. The Empowerment Network, LLC requests approval of its behavioral management policy– Najmah Abdullah, CEO

**Action:** Ms. Brown made a motion to accept as presented

**Second:** Ms. Reid

**Vote:** Unanimous

**8. New Business**

* 1. In House Investments – Requests affiliation

Mr. Lee formally requested affiliation with the Colonial LHRC and presented copies of the Program Rules and Behavior Management policy

**Action:** Ms. Brown made a motion allow affiliation

**Second:** Ms. Reid

**Vote:** Unanimous

**Action:** Ms. Brown made a motion to accept Behavior Management Policies

**Second:** Ms. Reid

**Vote:** Unanimous

**Action:** Ms. Brown made a motion to accept program rules

**Second:** Ms. Reid

**Vote:** Unanimous

* 1. Therapeutic Interventions, Inc. notified the committee of locations of already licensed and affiliated Day Treatment programs:

Children’s Harbor Chesapeake

 2400 Strawberry Lane

 Chesapeake VA 23324-3113

 Children’s Harbor Ghent

 1900 Llewellyn Avenue

 Norfolk VA 23517-2233

 Children’s Harbor Olde Towne

 620 London Street

 Portsmouth VA 23704-2402

 Children’s Harbor Suffolk

 1020 Champions Way

 Suffolk VA 23435-3728

**9. Affiliate Reports**

**\*All providers noted below went over their 2nd quarter reports during the meeting:**

 A. 4 Ever Hope of Suffolk - Reports no incidents/ no complaint

B. Community Behavior Support – Reports no incidents/ 1 complaint

C. Hope Seekers - Reports no incidents/ no complaint

 D. Independent Perspectives – Reports no incidents/ no complaint

E. LEVOC – Reports no incidents/ 3 complaint

 F. Martha's Place – Reports no incidents/ 1 complaint

 G. Phoenix Counseling Group – Reports no incidents/ no complaint

 H. ReNew Life LLC. - Reports no incidents/ no complaint

 I. The Empowerment Network – Reports no incidents/ no complaint

 J. The Peninsula Community Care Center - Reports no incidents/ no complaint

K. Therapeutic Interventions, Inc. – Reports no incidents/ no complaint

L. Thoroughgood House – Reports no incidents/ 1 complaint

M. VABODE - Reports no incidents/complaints

 N. Virginia Supportive Housing – Reports no incidents/complaints

O. Youth and Family Counseling – Reports no incidents/complaints

P. Olmeja Advocacy Services - Reports no incidents/ no complaint

 **9. Next meetings scheduled for:** 10/15/2015

**10. Closed Session –** The committee voted to go into closed session per VA Code 2.2-3711(A), for the purposes of hearing information pertaining to the complaints/allegations against Community Behavior Support, LEVOC, Martha’s Place, and Thoroughgood House.

The Committee voted to come out of closed session and each committee member certified that the only information discussed was the complaints/allegation against Therapeutic Interventions and Community Behavior Support:

The committee made no recommendations

**11. Annual FOIA Training**

**12. Adjournment:** The LHRC meeting was adjourned at 7:30p.m.

**Action:** Motion made by Ms. Reid to adjourn the meeting

 **Second:** Ms. Brown

 **Vote: Unanimous**