**MIDDLE PENINSULA - NORTHERN NECK**

**LOCAL HUMAN RIGHTS COMMITTEE**

**MINUTES OF JULY 27, 2015**

Ms. Wyatt called the regular meeting of the Middle Peninsula Northern Neck Local Human Rights Committee to order at 1:21 p.m. on July 27, 2015 at the First Presbyterian Church, located in Gloucester, Virginia. Board Members in attendance were: Robin Wyatt, Carl Gerster, Donna Cairns, Omentus Korlison, and Andrea Hickman. Agency representatives included: Kenny Mickens – Adjust to Life Behavioral Services, Travis Alley – Brothers’ Keeper, Hakima Muhammad, Alina Johnson, and Calise Britt – Eastern Virginia Adult Care, Alicia Carter and Nancy Galvin – Excel Intervention and Therapeutic Services, Tina Twigg-James – Heart Havens, Chuck Walsh and Scott Britton – Middle Peninsula Northern Neck Community Services Board, Anne Allen – New Day Counseling, Bill Williams and Quintese Henderson – Pathways Counseling, Patrizia Nesbitt, Stephanie Nesbitt and April Hogge – SOLA, Inc., Joan Horne – The Brambles, and Angela Newman – Wall Residences. Also in attendance was Jonathan Davis, guest, Simona Haqq from the Office of Human Rights, and Gail Slaughter, Administrative Support.

**Approval of Agenda** - Dr. Cairns moved approval of the agenda as presented. Mr. Gerster seconded the motion which passed unanimously.

**Minutes –** Mr. Gerster moved approval of the April 27, 2015 minutes. Dr. Cairns seconded the motion which passed unanimously. Dr. Cairns moved approval of the June 16, 2015 minutes. Mr. Gerster seconded the motion which passed unanimously.

**Public Comment** – There was no public comment.

**Program Presentation** – Ms. Muhammad gave a presentation on Eastern Virginia Adult Care. She said that they provide intensive in home and mental health skill building services. They insure families receive top quality services. Individuals they serve are active in the community.

**New Members** - Ms. Wyatt introduced and welcomed Mr. Korlison and Ms. Hickman, the newest members appointed to the Committee. All the vacancies on the Committee have now been filled.

**New Business**

Ms. Carter of Excel Intervention and Therapeutic Services, LLC , requested affiliation with this LHRC. She explained that they want to provide intensive in home services. Dr. Cairns moved approval of granting Excel Intervention and Therapeutic Services, LLC affiliation. Mr. Korlison seconded the motion which passed unanimously. Ms. Galvin reviewed their Behavior Management Policies. After discussion, Dr. Cairns moved approval of their Behavior Management Policies as presented. Mr. Gerster seconded the motion which passed unanimously. Ms. Galvin also reviewed their Program Rules. After discussion, Mr. Gerster moved approval of their Program Rules as presented. Dr. Cairns seconded the motion which passed unanimously.

Mr. Williams of Pathways Counseling said that he is adding a new service location. The address is 11815 Fountain Way, Suite 310, Newport News, Virginia 23606. He said that they want to provide sponsored residential services for individuals with intellectual disabilities.

Mr. Walsh said that the Middle Peninsula Northern Neck Community Services Board is adding three new therapeutic day treatment sites. The addresses of these sites are:

Tappahannock Elementary School

205 Elementary School Circle

P. O. Box 399

Tappahannock, VA 22560

Essex Intermediate School

912 Intermediate School Circle

P. O. Box 609

Tappahannock, VA 22560

Essex High School

833 High School Circle

P. O. Box 1006

Tappahannock, VA 22560

These services will begin at the start of the school year.

Mr. Walsh said that the Middle Peninsula Northern Neck Community Services Board is also adding a new emergency services (CIT) site. The address of this site is: 1922 Tappahannock Blvd., Tappahannock, VA 22560. The anticipated opening of this site is September,2015.

**Event Report Statistics**

***Bridges of RGH –*** Mr. Clemmons was not in attendance, however, Committee members did receive his quarterly report. Ms. Haqq said that Mr. Clemmons had contacted her to let her know he had come for the meeting a week early.

***Heart Havens –*** Ms. Twigg-James presented the quarterly report for Heart Havens. Eight individuals were served this quarter.

***Middle Peninsula Northern Neck Community Services Board*** – Mr. Walsh presented the quarterly report data for the Middle Peninsula Northern Neck Community Services Board. There were 2,749 individuals served this quarter. Committee members were notified of three new Therapeutic Day Treatment sites and a new Emergency Services site. Mr. Walsh introduced Scott Britton, the new QA Director for the CSB.

***SOLA, Inc. –*** Ms. Hogge presented the quarterly report for SOLA, Inc. There were 30 individuals served. Ms. Trestrail and the Office of Human Rights visited their homes. There were citations. A behavioral plan was submitted.

**The Brambles** – Ms. Horne presented The Brambles quarterly report. There were 45 individuals served this quarter.

**Wall Residences –** Ms. Newman presented the quarterly report for Wall Residences. There were 11 individuals served.

**Brothers’ Keeper** – Mr. Alley presented the quarterly report for Brothers’ Keeper. There were 24 individuals served this quarter.

**New Day Counseling** – Ms. Allen presented the quarterly report for New Day Counseling. There were 4 individuals served this quarter.

**Empowering Youth for Positive Change** – They were not in attendance, however, they had submitted their report.

**Pathways Counseling Services** – Mr. Williams presented their quarterly report. He introduced Ms. Quintese Henderson.

**Adjust to Life Behavioral Services** – Mr. Mickens presented their quarterly report. There were 27 individuals served this quarter.

**Eastern Virginia Adult Care** – Ms. Muhammad presented their quarterly report. There were 31 individuals served.

**Middle Peninsula Adult Care** – They were not in attendance.

**Old Business**

At the last meeting, SOLA Inc. noted that they were adding a new service and requested approval of their Behavior Management Policies. This information had been sent to Ms. Trestrail, Licensing Specialist, but Committee members had not received it at that time. After discussion, Dr. Cairns moved accepting the changes to the Behavior Management Policies, with the additional change of the inclusion of protective medical support devices and that this information be sent to the Office of Human Rights within the next two weeks. Ms. Hickman seconded the motion which passed unanimously. Once Ms. Haqq has reviewed this information, she will ask SOLA to send it to the Committee.

The Brambles announced that they are adding three new locations:

83 Poplar Grove Lane

Port Haywood, VA 23109

401 Main St.

Mathews, VA 23109

1642 Windsor Road

Dutton, VA 23050

**Advocates Report**

Ms. Haqq said that some existing providers have had problems with the CHRIS system. She distributed information on requesting a password so that information could be entered into CHRIS. Providers that do not have access to CHRIS can fax their information to the Office of Human Rights.

Ms. Haqq reported that their office is conducting random site visits. If visited, she asked that this information be included on the quarterly report.

Ms. Haqq said there is going to be some changes in their office. She will be going to Region IV. They will be looking to fill her position. In the meantime, she will still be helping out. She said that she has enjoyed working with everyone.

Ms. Haqq reminded providers to send their reports to the new LHRC members.

**Executive Session –**

On the motion of Mr. Gerster, seconded by Dr. Cairns, and passed unanimously, the LHRC voted to go into Executive Session pursuant to VA Code 2.2-3711 (A) 4, for the protection of the privacy of individuals in personal matters not related to public business, namely for the purpose of hearing from the Middle Peninsula Northern Neck Community Services Board, SOLA, Inc., The Brambles, Pathways Counseling, and Wall Residences for the review of patient information pursuant to the regulations.

Dr. Cairns moved that the Committee return to open session. Mr. Korlison seconded the motion which passed unanimously. Each member of the Committee certified to the best of their knowledge, only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

Committee members recommended that Wall Residences tell a provider that they must install a non-tamper proof door notification.

**FOIA Training –**

Ms. Haqq provided FOIA training for Committee members. She stressed the importance of not having outside discussions on the business conducted at the LHRC meeting.

**Adjourn –**

There being no further business, Mr. Gerster moved that the meeting be adjourned. Dr. Cairns seconded the motion which passed unanimously.

Respectfully,

Gail Slaughter