

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

**July 19, 2012**

**Members Present:** Dr. Charles Ponquinette, Chair, Cheryl Westray, Committee Member, Veronica Reid, Committee Member, Denese Gillis, Committee Member

**Members Absent:** Joe Winborne, Committee Member

**Others Present:** Reginald Daye, Human Rights Regional Advocate, Timothy Jones, Human Rights Advocate

**Potential Affiliate:** None

Affiliates Present: Alpha Counsellors Service, Inc., Family Maintenance Counseling Group, Independent Perspectives, Lyle Professional Counseling, Martha's Place, New Season Clinical Services, Therapeutic Interventions, Inc., Thoroughgood House, VABODE, Youth Intervention services, LEVOC Family Services, Community Behavior Support, Virginia Supportive Housing

**Affiliates Absent:** Strong Foundation Youth Initiative – No Longer Affiliated

**1. Call To Order**

The Colonial Regional Local Human Rights Committee was called to order at 5:40 p.m. July 19<sup>th</sup> 2012, by Dr. Charles Ponquinette; for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee.

New committee members were introduced to the affiliates and the affiliates remarked about their agencies to familiarize the new committee members with their businesses.

**2. Review and Approval of Agenda**

July 19, 2012 Agenda was reviewed and amendments were made.

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

**Second:** Ms. Gillis

**Vote:** Unanimous

**3. Review and Approval of Minutes**

April 19, 2012 Agenda was reviewed and amendments were made.

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

**Second:** Ms. Gillis

**Vote:** Unanimous

**4. Announcements**

None

**5. Public Comment**

None

**6. Human Rights Advocate Comments** – Mr. Daye reminded the affiliates about the new procedures around reporting deaths and serious incidents to the office of licensing. Those reports no longer come to his office. The full reporting procedure is documented in a memo to all providers located on the DBHDS web site.

Mr. Daye also reminded affiliates of the procedure for notifying the committee of the expansion of an already licensed and affiliated service. The full procedure for this is found in a memo to all providers on the DBHDS web site dated 8/12/2011

**7. Old Business**

None

**8. New Business**

None

**9. Affiliate Reports**

**\*All providers noted below went over their 2<sup>nd</sup> quarter 2012 (04/01/2012-06/30/2012) reports during the meeting:**

A. Alpha Counsellors Service, Inc. - Reports no incidents/complaints

B. Family Maintenance Counseling Group - Reports no incidents/complaints

C. Independent Perspectives – Reports no incidents/complaints

D. Community Behavior Support – Reports no incidents/complaints

E. Lyle Professional Counseling - Reports no incidents/complaints

F. Martha's Place – Reports no incidents/complaints with follow up from previous meeting

G. New Season Clinical Services - Reports no incidents/complaints

H. Therapeutic Interventions, Inc. – Reports no incidents/complaints

I. Thoroughgood House – Reports 1 complaint

J. VABODE - Reports no incidents/complaints

K. Virginia Supportive Housing – Reports no incidents/complaints

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

M. LEVOC – Reports no incidents/complaints

**9. Next meetings scheduled for:** 10/18/2012

**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 Thoroughgood House complaint.

The Committee voted to come out of closed session and each committee member certified that the only information discussed was the complaint against Thoroughgood House. There were no recommendations made.

The committee voted to go into closed session per VA Code 2.2-3711(A), for the purposes of hearing information pertaining to the follow-up with Martha's Place client JR.

The Committee voted to come out of closed session and each committee member certified that the only information discussed was the follow-up with Martha's Place. The committee reconvened the regular session and made the following recommendations for Martha's Place:

Committee recommended that Martha's Place send a letter or Behavior Plan to Colonial CSB's Day Treatment program instructing them how to feed JR. The letter should also include instructions that when client refuses to eat or CSB believes the food is not edible they then must contact Martha's Place prior to throwing food away. This will allow Martha's place time to inspect the food or bring alternate food items. A copy of this letter should also be copied and sent to the Colonial LHRC and to Reginald Daye.

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

**Action:** Motion made by Cheryl Westray to adjourn the meeting  
**Second:** Ms. Gillis  
**Vote:** Unanimous