

Fredericksburg Area Local Human Rights Committee

Minutes- APPROVED

Regular Quarterly Meeting – June 25, 2010

Attendance and Determination of Quorum: Quorum met

Members:

Present: Debe Fults, Karen Tiberio, Lynn DelaMer, Nancy Sorrentino

Absent: Marguerite Roche

Senior Advocate: Deb Lockhart

Affiliates:

Present: Dominion Day Services, Empowerment Clinical and Consulting Services, Family Love, Family Guidance (Central Virginia Family), Family Preservation Services, Family Solutions, Heritage House, Intercept Youth Services, National Counseling Group, Inc. Remuda Ranch, Wall Residence Inc.

Absent: *Blue Ridge Residential, PEOPLE, Tree of Life Christian Counseling Service*

Guests: Lisa Reid, Director of Community Services at Intercept Youth Services; Meghan Melvin and Michael Murphy, TODAY'S Youth Services; Grace Marshall, potential LHRC committee member

Starting of the Meeting /Review of Agenda: Began at 9:37am

Reading/Approval of old Minutes: Motion to approve minutes by Nancy Sorrentino, seconded by Karen Tiberio; motion carried to approve minutes from April 2, 2010 meeting

Public Comment: none

Report of the Regional Advocate:

- Deb reported on 2 human rights trainings conducted; training being scheduled in August with Heritage House for ID providers to include Prince William County providers
- Deb provided an update on the statewide web-based reporting system under development
- Deb provided information regarding anticipated changes in LHRC currently under consideration by the SHRC as outlined in a memo to LHRC members dated June 21, 2010
- Deb provided an update on a memo released by the State regarding Crisis Wave, a behavioral management technique used by some providers where restraints termed "police tactics" are employed with an individual's arms being held behind one's back. The CW training has been revised with removal of "police tactic" restraints as an intervention tool.

Report of Committee Members:

- Debe Fults announced a community event in July at Hurkamp Park to celebrate passage of the ADA legislation

Treasurer's Report: Current Balance of \$4777.74

Affiliate Reports:

Blue Ridge Residential Services:	Absent
Clinical Empowerment:	Present; No allegations of abuse or complaints

<u>Dominion Day Services:</u>	Present; serious incident report to be discussed in Executive Session
<u>Family Guidance:</u>	Present; No allegations of abuse or complaints
<u>Family Love:</u>	Present; currently have vacancies in all programs
<u>Family Preservation Services:</u>	Present; No allegations of abuse or complaints; have added therapeutic day treatment program at Battlefield Middle and Robert E Lee Elementary schools through Licensing
<u>Family Solutions:</u>	Present; No allegations of abuse or complaints; HR training in May
<u>Heritage House:</u>	Present; No allegations of abuse or complaints; closing Spotsylvania location; opening new location
<u>Intercept Youth Services</u>	Present; No allegations of abuse or complaints; Lisa Reid reported program expansion to provide day treatment and Mental Health Support Services in Caroline County currently at Licensing; male and female openings
<u>National Counseling Group</u>	Present; No allegations of abuse or complaints; expanded substance abuse services
PEOPLE	Absent (received prior notification of absence)
<u>Remuda Ranch</u>	Present; No allegations of abuse or complaints; operating at nearly full capacity
<u>Tree of Life Christian Counseling</u>	Absent; Deb Lochart will verify current status of provider
<u>Wall Residence Inc.</u>	Present; 3 complaints/incidents to be discussed in Executive Session; programs is expanding services to Caroline County

Presentation: TODAY'S Youth Services. Meghan Melvin and Michael Murphy presented information about therapeutic day treatment and intensive in-home services for youth provided in Richmond (5 years) and Petersburg (1½ years). A new office is opening in Ashland with services to clients residing in Caroline County. A request was made to seek affiliation with the FALHRC. There was discussion if the current affiliation in Henrico County might meet the 50-mile radius standard. While Deb is verifying the necessity for affiliation in our region, a Motion to provide temporary affiliation of TODAY'S Youth Services with FALHRC was made by Lynn DeLaMer, seconded by Nancy Sorrentino. Motion passed.

Old Business:

Update on the status of Blue Ridge Services affiliation fees – Karen reported that she talked with Kelly Murphy and was informed that the check had been mailed to the previous address of Family Preservation Services, fiscal agent for FALHRC, on April 23rd. Follow-up to verify receipt.

New Business:

- Potential Committee members – a minimum of 5 members is required; with terms expiring of 2 members, the committee needs to recruit 2 new members. Grace Marshall submitted an application. Deb Lochart explained that, according to the Regulations, it is the responsibility of affiliates to maintain proper LHRC membership, and encouraged them to identify potential members, especially clients and/or family members of clients receiving services.
- Affiliate binders and contents – Karen distributed notebooks with annual expectations, calendar of meetings and report due dates, and reporting forms (also provided on CD) to each affiliate; she notified affiliates that the annual fee will increase to \$150 per calendar year with payment due on January 1, 2011. A few revisions were noted; Karen will make suggested changes.
- Affiliation Agreement - Nancy explained reasons for revisions on affiliation agreement to include a designated secondary liaison; new agreements for fiscal year (July 1 – June 30) were signed by

each attending affiliate and FALHRC chair Debe Fults; signed copies of agreement were provided to each affiliate

- Reports and Sample Report Forms – Nancy explained revisions on quarterly and annual reporting forms; she provided an example of information to include on reports
- Purpose of the LHRC – Deb Lochart gave an overview of the history of LHRC formation and affirmed the major purpose of LHRCs it for client protection
- Suggestions for types of trainings/information that affiliates might find beneficial for future meetings – there was group consensus to provide training on behavioral intervention techniques for providers, staff and client family members as it relates to human rights regulations; potential training sites were suggested – Salem Fields Community Center and Fairview Center on Route 2
- Purchase of a laptop for FALHRC business – Discussion included the need for a laptop to remain the property of the FALHRC to streamline committee business including agendas, minutes, affiliate reports, etc. with a unique email address. A motion was made to purchase a laptop (and printer if determined necessary) by Tricia of Heritage House, seconded by Frank of NCG, and passed. Karen will research equipment and prices.

Report of the Nominating Committee:

Lynn DelaMer presented the officer nominations:

Chair – Karen Tiberio

Vice Chair – Nancy Sorrentino

Recorder – Lynn DelaMer

There were no nominations from the floor.

Announcements:

- EPSDT training at the October meeting – Debe Fults will contact DMAS
- **Thank you** to Debe Fults and Marguerite Roche for their 6 years of dedicated service to FALHRC.

Adjournment of Open Session: 11:48am

Executive Session:

A motion was made by Karen Tiberio, seconded by Nancy Sorrentino, and passed to go into closed session pursuant to Virginia Code §2.2-3711 for the purpose of reviewing the care clients of Dominion Day Services and Wall Residences. Upon reconvening the Local Human Rights Committee certified that to the best of each member's knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matters identified in the motion to convene the closed session were discussed in closed session.

End of closed session meeting: 12:36 pm

Next meeting dates and place: October 15, 2010 at 9:30am at the DisAbility Resource Center

- quarterly reports emailed to all FALHRC committee members no later than October 5, 2010
- affiliates will be requested to bring copies of their Human Rights forms (page 7 of the Regulations)