

**METRO RICHMOND  
LOCAL HUMAN RIGHTS COMMITTEE  
Richmond Behavioral Health Authority  
107 South 5<sup>th</sup> Street  
April 16, 2008  
5:30pm**

**Draft MINUTES**

**Committee Members Present:** Linda Patterson, Chair; James Wallace, MacKay Boyer

**Committee Members Absent:** Elliott Cox, Vice-chair, Shontay Harris

**Affiliate Members Present:** Regina Edwards Harris and Vanessa M. Brooks **Faith Residential**, Andrea L. Morgan **A Grace Place A.C.C.**, John Netto **J& D Residential Services**, Carolyn Trimmer **RAARC**, Ann Bevan **NHS**, Nicole Pries **Child Savers** formerly **Memorial Child Guidance Clinic**, Denise H. Holland **HRI**, Lydia Brown **Metro Treatment of Virginia** Theresa Watkins **Generation X-Cel**, Laura Nguyen **RBHA**, Tammy Cannon **Bon Secours Richmond Community Hospital**, Sandy Brudvig **Cumberland Hospital – Residential**, Michael Bazemorr, Travis Crocker and Stephanie Dixon **Diamonds in the Rough**, Anika Allen **Dominion Youth Services**

**Staff Support:** James O. Bowser (Advocate, DMHMRSAS Office of Human Rights) Laura L. Nguyen  
RBHA

**I. Welcome/Call to Order**

Ms. Patterson opened the meeting at 5:35 pm

**II. Public Comment**

Ms. Patterson encouraged public comment. No comments made.

**III. Review of Minutes**

Minutes were reviewed and approved as written

**IV. DMHMRSAS OHR Report from James Bowser**

Human Rights Policies and Procedures Review

- One Hundred and ninety-eight new Providers in January 2008
- Seventy- four Providers were late in submitting Human Rights Policies and Procedures to the OHR
- Twenty-eight Providers are still outstanding and these Providers have been sent citation letters from Licensure
- Many of the Providers restated the Regulations. Providers are supposed to devise policies and procedures (P/P) based on the standards of the Regulations
- The OHR is returning P/P to the new Providers that restated the Regulations; New Providers will be required to devise their own P/P

Affiliates adding new programs and add-ons:

- Affiliation of a new service is not automatic
- Affiliate liaison must send a written request to LHRC Chair Linda Patterson and cc Mr. Bowser and Laura Nguyen
- The LHRC will consider the request at the next scheduled meeting
- Mr. Bowser will notify the Office of Licensure of the LHRC action taken/decision

## V. Affiliate Presentations

*Human Rights Activity Reports were received and accepted from the following affiliate providers:*

- RAARC
- Faith Residential
- Generation X-CEL
- Human Resources
- J & D Residential Services
- Child Savers formerly Memorial Child Guidance Clinic
- Metro Treatment of Virginia
- NHS
- RBHA
- Bon Secours Richmond Community Hospital

## VI. Old Business

- Linda Patterson, Chair reiterated that Human Rights Reports are to be submitted before the meeting in fact, reports are supposed to be submitted weeks in advance in order for the committee members to have ample time to review the information. The committee requests that Affiliates submit reports to Laura Nguyen, staff support to the LHRC no later than the last day of the month preceding the affiliates assigned meeting date.
- Status Report re: Use of Funds/Survey Findings: 17 affiliates returned the survey; the top request is for training followed by administrative support and the creation of a database for reporting complaints. MacKay Boyer and James Wallace tabulated the results after the meeting adjourned.

## VII. New Business

### **Affiliation Requests:**

- **NHS: Request to add Intensive In-Home program; LHRC approved addition of Millbray House to affiliation**
- **Diamonds in the Rough: Request to add the following programs to their affiliation; Intensive In-Home Therapeutic Services and Community Based Mental Health Services. LHRC approved affiliation of services but requested notification upon start up of services. Staffing Ratio to be 1-4 and supported 100% by Medicaid**
- **Generation X-Cel: Request to add new location; LHRC Approved addition of 3805 Falstone**
- **Faith Residential Services: Request to add new location; LHRC Approved addition of Summerleaf Home**
- **Dominion Youth Services: Request to add location; continued to June Meeting. To submit Program Description for review prior to meeting**
- **Connections: Request re:Restriction LHRC determined that programs have an obligation to keep consumer safe. Therefore, request to use child safety lock during transportation did not require a formal review.**

## VIII. Date, Time, Location for next meeting

June 18<sup>th</sup> at 5:30pm at the Richmond Behavioral Health Authority