

METROPOLITAN LOCAL HUMAN RIGHTS COMMITTEE

Approved MINUTES

June 27, 2024

9:30 a.m.

**MEMBERS PRESENT:**

Sharae Henderson, Chair  
Danielle Johnson, Vice-Chair  
Pamela Jones, Secretary  
Nikki Goode, Member  
Michelle Whittingham, Member

**MEMBERS ABSENT:**

Nikea Hardy, Member  
Kiva Gatewood, Member  
Mark Smallcombe, Member

**OTHERS PRESENT**

Amaya Henderson, Advocate/Technical Advisor  
Bridget Bland, Advocate/Technical Advisor

**CALL TO ORDER**

Sharae Henderson, called the meeting to order at 10:06 am.  
Introductions were made by all present

**APPROVAL OF AGENDA**

Nikki Goode made a motion to approve the agenda. The motion was seconded by Danielle Johnson and approved by all.

**APPROVAL OF MINUTES**

A motion to approve the minutes from the March 28, 2024 meeting was made by Nikkie Goode. The motion was seconded by Danielle Johnson and approved by all.

A motion to approve the minutes from the June 20, 2024 sub-committee meeting was made by Nikki Goode. The motion was seconded by Danielle Johnson and approved by all.

**PUBLIC COMMENTS**

N/A

**CHAIR ANNOUNCEMENTS**

Sharae Henderson reported that this would be Danielle Johnsons' last meeting as she has completed her term with the Metropolitan LHRC. Ms. Henderson introduced the newest member of the committee, Michelle Wihittingham.

## **ADVOCATE REPORT AND TRAINING**

Bridget Bland conducted a training on the LHRC Review Forms Training.

Bridget Bland gave the Advocates Report which included:

For the quarter ending 32/31/2024 in Region 4:

- **14** Complaints involving allegations of ANE (CSB)
- **396** Complaints involving allegations of ANE (Providers)
- **6** Complaints not involving ANE (CSB)
- **41** Complaints not involving ANE (Providers)
- **457 Total Complaints Received**

Of Q1's 457 total complaints in Region 4, 114 allegations involving ANE were substantiated. 8 violations were found regarding complaint not involving ANE.

- Summary of current Variances for R4

There are currently no variances for under review in Region 4.

## **Updates**

### **LHRC Recruitment**

Please contact Regional Human Rights Advocate, Andrea Milhouse via email at [andrea.milhouse@dbhds.virginia.gov](mailto:andrea.milhouse@dbhds.virginia.gov) if you know of anyone interested in becoming a member of Region 4's LHRCs or the SHRC.

- **DBHDS Summer Internship Academy**- DBHDS is seeking students who are interested in a work-based learning experience through a paid summer internship. If you know a student, who is currently majoring in healthcare policy and administration, public policy and administration, psychology, social work, human resources, mass communications, information technology (IT), healthcare finance, business analysis, and others, who would like community planning, public policy, or workforce development experience, please complete the inquiry here, along with submitting a one-page resume to Dr. Kesia Gwaltney at: [kesia.gwaltney1@dbhds.virginia.gov](mailto:kesia.gwaltney1@dbhds.virginia.gov). Please note, this internship is an in-person experience located in the Richmond area. Applicants may wish to review the various divisions, areas of operations, and offices on the main menu of [dbhds.virginia.gov](http://dbhds.virginia.gov) to gain a better understanding of what opportunities might be of interest to them.
- Chief Deputy Commissioner for Community Services, Ellen Harrison has vacated her position with DBHDS. Ellen decided to be closer to her family started on 5/13/2024 as the new Executive Director of Northwestern CSB. Heather Norton, Assistant Commissioner for Developmental Services, is the Acting Deputy Commissioner for Community Services.
- Currently, DBHDS is advertising for a new Deputy Commissioner of Community Services position, and separately the Administration will consider appointees to be our Chief Deputy Commissioner.

- 2024 OHR Community Provider training schedule is now available on the Office of Human Right's website.
- Call or text 988 or find help online at [988va.org](https://988va.org) for themselves or a friend or family member who may need crisis support.
- Next SHRC meeting is June 27, 2024: in Eastern Shore, Virginia

LHRC Training Offerings: Please contact your LHRC Advisors, Cheryl Young, and Bridgette Bland for training opportunities:

- New Member Orientation/Refresher: LHRC Composition and Responsibilities (includes Robert's Rules of Order)
- Complaints and Appeal Hearing Process (Mandatory - **at least annually**)
- Overview of Human Rights Regulation (Mandatory - **at least annually**)
- FOIA (Mandatory - **at least annually**)
- LHRC Review Forms (Mandatory - **at least annually**)
- Behavioral Support Plan Review
- Dignity
- Research
- Authorized Representatives
- Variances
- Restrictions on Freedoms of Everyday Life

### **Upcoming 2023 SHRC Meetings**

June 27, 2024 – Eastern Shore  
August 15, 2024 – Virginia Beach

The SHRC is required to meet at least 8 times a year. Unless special circumstances apply, administrative sessions normally convene at 8:30AM. Regular sessions normally convene at 9:00AM and run until all agenda items are addressed. Portions of meetings are held in closed session. Appeals are normally scheduled for late morning.

### **OLD BUSINESS**

N/A

### **NEW BUSINESS**

The subcommittee debriefed the committee on the fact finding hearing - Petitioner vs. Henrico Area Mental Health & Developmental Services.

### **CLOSED (EXECUTIVE) SESSION**

Nikki Goode made a motion to go into closed session to discuss the petition noted above. The motion was seconded by Danielle Johnson and approved by all.

### **RETURN TO OPEN SESSION**

After discussion, Pamela Jones made a motion to come out of closed session. The motion was seconded by Nikki Goode and approved by all. Recommendations and findings were submitted to the Human Rights Advocate.

**NEXT MEETING**

September 26, 2024

**MEETING ADJOURNED**

A motion to adjourn the meeting was made Nikki Goode at 12:32 pm. This motion was seconded by Danielle Johnson and approved by all.

Please note: No confidential information shall be included in the minutes, and all steps should be taken to maintain individuals' privacy.

This template has been updated to the new regulations effective 11/1/18.