

**APPROVED**

LOCAL HUMAN RIGHTS COMMITTEE MINUTES  
EASTERN STATE HOSPITAL  
4601 Ironbound Road  
Williamsburg, VA 23187-8791

**January 20, 2011**

MEMBERS PRESENT: Jajala Schweiger, Charles Loundermon; John McMahon;  
Jason Mintel; Robin Bristow; and Joyce Smith.

MEMBERS ABSENT Alice Callahan; Tijuana Gholson and Chair; Steven Bennett,  
Co-Chair;

STAFF PRESENT: Jack Wood, Hospital Director – CEO; Dick Roberts, Resident  
Relations Liaison; Stewart Prost, Human Rights Advocate;  
Reginald Daye, Regional Advocate, Region V, Mark Stevens,  
VOPA Representative and Lisa Webster, LHRC Facility  
Liaison-Support

**1. Call to Order**

The Local Human Rights Committee meeting was called to order at 10:30 a.m. with Jajala Schweiger, Chair presiding, for the purpose of hearing business as presented on the agenda and such other transactions or matters that may be presented to the Committee.

Dick Roberts introduced the new Hospital Director to the committee. The ESH LHRC members present welcomed the new ESH Hospital Director-CEO, Mr. Jack Wood.

**2. Agenda**

The January 20, 2011 agenda was reviewed.

Action: Motion was made by Ms. Bristow and properly seconded by Ms. Smith to approve the ESH LHRC Agenda for January 20, 2011 with the noted changes (advocates presentation add cooperative agreement- #6 and removal of #8 Holiday Party). The motion passed unanimously.

**3. Minutes**

The November 18, 2010 Minutes of the LHRC meeting were reviewed.

Action: Mr. Daye expressed that hospital minutes /hospital reports are too detailed and are not appropriate. He referenced cases discussed that are closed and unless there is a systemic issue or the individual is appealing an issue; reporting this information could be a borderline violation of FOIA. He will elaborate more during his presentation of the implementation of recent SHRC decisions regarding LHRC structure and the cooperative agreement.

Motion was made by Ms. Bristow and properly seconded by Mr.

McMahon that the LHRC approve the November, 2010 Minutes as read. All were in favor. The motion passed unanimously.

**4. Eastern State Hospital Reports**

Dick Roberts, Resident Relations Liaison presented the Disposition of the Abuse/Neglect Investigations Reports and the Facility Monthly Reports. He also presented the Formal and Informal Complaints Report for November and December 2010. (See the January 2011, LHRC packets).

**Medication Administration**

At the request of client, documentation requesting Medication Administration was compiled and provided to the LHRC to see if the committee would be interested in receiving it in the future.

*A motion was made and properly seconded that the Eastern State Hospital's Report for November and December 2010 be accepted by committee members present. All were in favor.*

**5. Follow-up**

**Review of VOPA and Peer to Peer Report** – A request was made to summarize what the resolution is for the Peer to Peer Reports in the future.

Action: Mr. Daye explained to the members that their role was to look at more practices and policies that impact on client rights and make recommendations for corrective action. He will elaborate more during his presentation of the implementation of recent SHRC decisions regarding LHRC structure and the cooperative agreement.

**6. Advocate Report**

***Resident Advocate/Clerical Support to the OHR***

Mr. Daye reported that he is still without a resident advocate and clerical support. He will continue to utilize Mr. Prost and another advocate from Piedmont (Walter Small). Positions will be re-advertised and the second choice for clerical support will be notified.

***SHRC***

Mr. Daye presented the members present with the SHRC's implementation of decisions regarding LHRC structure to include Bylaws and the LHRC Affiliated Provider Cooperative Agreement.

Action: Members will review the information and submit their concerns to the SHRC Chair. These changes are expected to be implemented by June 30, 2011. Ms. Webster will forward via e-mail to members with e-mail.

**7. Program Rules/Level System Review**

Dr. Cairns presented the committee with the current Program Rules for the Adult Mental Health Treatment Center.

Action: A motion was made by Mr. McMahon and properly seconded by Mr. Loundemon that the committee approve the Program Rules/Level System. All were in favor.

**8. Open Forum  
Clerical Support During Deliberation**

There was a lengthy discussion about the role of Ms. Webster during deliberations for Fact-finding Hearings.

**Action:** Mr. Daye clarified the role of the clerical-support to the ESH LHRC has not been changed and Ms. Webster will sit in on deliberations during hearings. In addition, the committee must nominate a Secretary to the committee to take notes. Committee will vote on a Secretary to the ESH LHRC at the February meeting.

**9. Announcement(s):  
Annual Holiday Party for the Geriatric Patients**

There was discussion about planning for possible party in the spring.

**10. Adjournment**

Having no further business, a motion was made by Ms. Smith and properly seconded by Mr. Mintel that the meeting be adjourned as a sub-committee. The motion passed unanimously. The meeting adjourned at 1:00 p.m. **The next scheduled meeting will be held Thursday, February 17, 2011 in Building #1- Room 102.**

---

Jajala Schweiger, Chair

01/31/2011

/LW

cc: LHRC Members  
Hospital Director  
Human Rights Advocates  
Patient Relations Liaison/Patient Safety Coordinator

