

**ROANOKE-CATAWBA LHRC**  
**Catawba Hospital (Main Building) – 1<sup>st</sup> Floor Conference Room**  
**5525 Catawba Hospital Drive, Catawba, VA 24070**  
**DATE (9/12/18) & TIME (1:00 PM)**  
**MINUTES**

LIST MEMBERS PRESENT: Lisa Hoyt, Betty Crance, Robin Jordan

LIST MEMBERS ABSENT: Nicole Simmons, Secretary; Kaisha Williams, Chairperson

OTHERS PRESENT: Hollie Carlisle, Advocate; Jennifer Kovack, Regional Manager; Sara Beth Hoyt, Prospective LHRC member; Will Childers, SHRC member

**CALL TO ORDER**

Betty Crance, Acting Chair called meeting to order at 1:12pm. Introductions were made at this time.

**PUBLIC COMMENT**

No public comments were made.

**APPROVAL OF THE AGENDA**

Hollie Carlisle submitted an agenda that was motioned to be approved by Robin Jordan, seconded by Lisa Hoyt and unanimously approved by the committee members in attendance.

**MINUTES**

The March 2018 meeting minutes were motioned to be approved by Lisa Hoyt, seconded by Robin Jordan and unanimously approved by committee members in attendance.

**ADVOCATE UPDATE**

- Hollie Carlisle spoke about new provider updates for the region.
- Membership and meeting attendance requirements were discussed as outlined in the LHRC by-laws. The LHRC is in need of a health care provider as Gloria Ferguson's term has expired. Robin Jordan agreed to be the alternate Secretary to assist with minute taking for future meetings if Nicole Simmons, Secretary is absent.
- December meeting date changed to December 13, 2018 at 1pm
- Recognition certificates will be given to members that completed service during the December meeting.

CLOSED (EXECUTIVE) SESSION - Upon a motion made by Betty Crance seconded by Robin Jordan, the committee entered closed session at 1:42pm pursuant to Virginia Code §2.2-3711, a.15 and §2.2-37.05.5 for the purpose of interviewing an LHRC applicant and for the purpose of discussion of treatment plans.

- LHRC member interview completed. Upon returning to open session, the applicant was motioned to be approved by Robin Jordan, seconded by Betty Crance and approved by committee members in attendance. The application and rating sheets will be submitted for the next SHRC meeting agenda.
- Review of ongoing Restrictive safety plan including locked refrigerator-Key Living Options. LHRC recommends provider attend next meeting to provide an update to the restriction/BTP process.
- Review of ongoing restrictive safety plan including locked doors in the home-Wall Residences. LHRC recommends provider attend next meeting to provide an update to the restriction/BTP process.

RETURN TO OPEN SESSION - Upon reconvening in open session at 2:24pm, all members of the Local Human Rights Committee certified that to the best of each ones' 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.

#### ANNUAL TRAINING

Hollie Carlisle provided training on the Human Rights Regulations to the LHRC members in attendance.

#### NEXT MEETING

The next meeting will be December 13, 2018 at 1pm. The meeting location will continue to be the Catawba Hospital 1<sup>st</sup> floor conference room.

#### MEETING ADJOURNED

A motion to adjourn was made at 3:29pm by Robin Jordan, seconded by Lisa Hoyt and unanimously approved by committee members in attendance.

These Minutes were transcribed by Jennifer Kovack, OHR Regional Manager.