**GLHRC Call-Meeting**

 **July 14, 2015 - Draft Minutes**

**Committee:**

 **Present**:       Odulia Brown, Committee Member

 Denise Melton, Committee Member

 Sharon Warren, Committee Member (new)

**Participants:**  Able Care Support Services, Abiodun Ghadames

                          Alpha Community Services, Francis Bruce

 Alpha Counsellors Service, Joan Senior-Williamson

 Community Direct Services, Brenda Lomax

 Cornerstone Child and Family Services, Walt Stone

 Divine Living, Inc., Vincent Hamilton (Absent)

 Eggleston Services, Cary Wake

 Hope Unity and Freedom, Tina Washington

 House of Judah- Stephanie Bailey

 Individual First, Julia Tolly

 In His Hands- Victory Whitaker

 Just People, Gail Hardy Boyd

 Leclair Family Services, Vincent Hamilton (absent)

 Modeste Family Service, Phoebe Mitchell

 New Beginning-Antonio Britt

 Precious Moments, Caressa Haynesworth

Training Ground ED & Family Services, Elondra Napper (Absent)

Trinity Family Services

True Life Destinations, Tiffany Dobbins

Youth Excel & Advancement, Kristina Derderian

Meeting call to order by Ms. Brown, LHRC President

**REVIEW OF THE AGENDA AND MINUTES**

Meeting called to order by Odulia Brown, Committee Member, and President at 9:13 am. Tuesday, July 14, 2015, 2015.

Our new LHRC Committee Member, Sharon Warren was introduced and welcomed.

The minutes for the April 14, 2015 meeting were reviewed. A motion was made by Denise Melton to accept the minutes as written. Motion was seconded by Sharon Warren.

**ADVOCATE REMARKS**

Mr. Jones went over the current vacancies on the LHRC committee.

He then provided instructions on how to properly close CHRIS Reports: When entering cases make sure you complete everything under the accusation and investigation tabs.

Accusation Tab: On peer to peer incidents you will need to put the aggressors name under the accusation. If it’s an allegation against a staff you will need to place the staff members name there.

Investigation Tab: Fill out everything on the page, some areas were incomplete.

Saving: Update – go to the bottom of the investigation page under case status, select agrees with director’s decision or action plan then hit save.

Facilities have 10 business days to complete abuse investigations, 5 working days for informal complaints and 10 working days for formal complaints.

**Old Business:**

None

**New Business:**

**Able Care Support Services requested affiliation for Support Program**

A motion was made by Ms. Melton to approve affiliation of services. Motion was seconded by Ms. Warren. Vote was taken, all in favor of accepting.

A motion was made by Ms. Warren to approve Behavioral Management Policy. Motion was seconded by Ms. Melton. Vote was taken, all in favor of accepting.

**Precious Moments**

A motion was made by Ms. Warren to approve affiliation of services. Motion was seconded by Ms. Melton. Vote was taken, all in favor of accepting.

A motion was made by Ms. Melton to approve Behavior Management Policy. Motion was seconded by Ms. Warren. Vote was taken, all in favor of accepting.

**Public Comments:**

None

**Standing Reports given**

**CLOSED SESSION**

Motion: Ms. Warren moved that the Genesis LHRC go into executive session, pursuant to Virginia Code 2.2-371 (A) for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review serious incidents from:

Divine Living, Inc.

Eggleston Services

Just People, Inc.

Pursuant to the regulation and Ms. Melton seconded the motion.

**RECONVENED IN OPEN SESSION**

Motion: a motion was made by Ms. Melton to reconvene into Open Session. Motion seconded by Ms. Warren and certified to the best of their knowledge only private business matters lawfully exempted from statutory open meeting requirements, and only private business matter identified in the motion to convene the executive session were discussed in executive session.

**Recommendations:**

**Just People, Inc.:** recommended that a Safety Protocol for individuals suffering with seizures be written to put in place

**Upon meetings**: October 13th 2015. Meetings are always the second Tuesday of the Quarters.

**FIOA training**

**Meeting adjourn at 11:15 am**