**HAMPTON REGIONAL LOCAL HUMAN RIGHTS COMMITTEE**

**08/19/15 MINUTES**

The meeting was called to order by Ms. Stamps, Chairperson @ 9:20 am.

LHRC members present were: Sheila Stamps, Chairman, Marie Fuentes, Vice –Chairman, Jason Bathurst, and Pearlie Carrington.

LHRC member absent: Yvette chase –Batts.

Ms. Haqq and Mr. Daye, Regional Advocates, were present. The motion was moved and seconded to accept the agenda with the following additions: Agape LLC; United Family Services; Estelle’s Personal Care Services, and The New Y –Capp under new business. The LHRC members voted to accept the agenda with the revisions.

The LHRC voted to approve the minutes of the May 20, 2015 meeting with the correct spelling of Mr. Bathurst’s name.

**Public Comment –**none

**ADVOCATE Report:** Simona Haqq, Human Rights Advocate Sr., Region V

Office of Human Rights, DBHDS

* Ms. Haqq discussed the following procedures for submitting and retrieving reports:

1. Log into the CHRIS Delta System
2. Report peer to peer incidents to CHRIS
3. Quarterly Abuse and Complaint reports should be received 2 weeks in advance of the LHRC scheduled meeting to allow time for the members to review.

Mr. Daye shared that Ms. Haqq is transferring to Central State Hospital to fill a position.

Mr. Daye discussed what should be done when adding to an existing service:

* Submit a letter to LHRC and copy Mr. Daye, provide a program description including the location. The letter should also indicate that the additional site will come under the exiting program Rules and behavioral management policies. The added site is automatically affiliated, if within the region. This is Region 5.

Mr. Daye also discussed what should be done when seeking licensing for a totally different service within the same region.

* Submit letter and below noted documents to LHRC –indicate in letter that you have submitted required documents to your licensing specialist. Provide the name of the licensing specialist. State in the letter that the new service will come under your agency’s affiliation with the Hampton regional LHRC.
* Attach Program Rules, Behavior Management Policy and Human Rights Compliance verification form to the letter, being sent to the LHRC. Send your licensing specialist a copy of the letter only (no attachments).
* Send Mr. Daye everything that you send to the LHRC members. You must also send Mr. Daye a copy of the Human Rights policies and procedures for the new service. Mr. Daye will review the policies and procedures compliance. He will work with you to bring them into compliance, if required.
* Mr. Daye spoke about policies and procedures regarding seclusion restraint. No program that is that is affiliated with this committee can use seclusion or mechanical restraint for behavioral purposes, based on your policies submitted to our office and how you are licensed. There are some inpatient hospitals, residential facilities for children with policies in place for the use seclusion in an emergency.
* Protective/ Medical restraint are not used as behavioral restraints. If the client cannot remove these types of restraints devices on their own, then they are considered mechanical restraints for the aforementioned purpose. Devices such as: Bed rails, gate belts’ lap belts on wheelchairs, helmets. You must develop policies for the use of these types of devices. The policies must be presented to the Hampton Regional LHRC for review and comment prior to implementation.

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**Old Business:** NONE

**New Business:**

Serenity C&C sponsored residential homes that have opened will be operating under the Human Rights

office.

**Serenity C&C** has two locations to add:

1. Shana Boone

4129 Everett Street

Chesapeake, VA 23324

(H) 757 228-5405

Intake Date: 6/04/2015

1. Gloria Holmes

120 Cypress Crossing

Yorktown, VA 23692

(H) 757 243-8204

Intake Date: 6/04/2015

Mr. Cunningham presented a new service called Community Integration in Supportive Employment support, which teaches job readiness skills. The committee will table the request. They now have affiliation but behavioral management & rules of conduct will be presented at the next meeting in order to give LHRC members time to review information.

Ms. Wheatley, The New Y –Capp, currently has existing TDT services but request to add two locations:

Victory Elementary School

2828 Greenwood Dr.

Portsmouth, VA

Granby High School

7101 001 Granby Street

Norfolk, VA

**Affiliates Report:**

Agape Care - absent

Bells Haven – no abuse or allegations

Boney Community & residential Care Services - no abuse or allegations

Caring Family Homes & Gateway - two minor peer to peer incidents; no injuries

Provide an in - service to the staff & do observations. Answer questions #5 - not using technical devices

Chairs Support - trained on human rights policies

Extended Love – nothing to report

Estelle Personal Care Service –nothing to report

Family and Adolescent Services –nothing to report

Higher Heights RSC LLC –nothing to report

New Directions - nothing to report

People Too LLC – visit from Barry Lee (license specialist)

Serenity C&C - no abuse or allegations (answer to #2, have posters placed in the home /office)

The New YCAPP –allegations; will go into closed session

United Family Services –absent

**Reminder next meeting November 18th @9:15 am next quarter**

**Closed session** -

On the motion of Ms. Fuentes seconded by Ms. Carrington, the LHRC voted to go into Executive Session pursuant to VA Code 2.2-3711 (A) 4, for the protection of the privacy of individuals in personal matters not related to public business, namely for the purpose of hearing from Caring Family Homes & Gateway, & The New YCAPP for the review of specific patient related information on abuse and complaints pursuant to the regulations.

Local Human Rights Committed voted to reconvene in open session at 11:10 a.m. Each member certified that the only thing discussed while in closed session was the information noted in the motion to go into closed session.

NOTE: There were no recommendations for Caring Family Homes, Gateway or The New YCAPP s a result of the closed session.

**Adjourn –** There being no further business, the meeting adjourned at 11:15 a.m.

Secretary Duties provided by:

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