

**Local Human Rights Committee  
Bradford Road Office, Conference Room B  
Culpeper, Virginia  
October 22, 1:30 p.m.  
MEETING MINUTES**

**Members Present:** Eileen Peet, Dr. Beverly Young, Arla Jean Lewis, Phoebe Muenger, Roberta Anderson, Ron Upshur

**Affiliates Present:** Emily Theimer, Didlake, Inc.; John Craig, Didlake, Inc.; Bryna May, National Counseling Group; Kelly Greer, National Counseling Group; Margreta Grady, Crossroads Counseling Center, Inc.; Marie Payne-Clore, Agape Counseling & Therapeutic Services.

**Also Present:** Chuck Collins, DBHDS-OHR, Mark Seymour, DBHDS-OHR; Brian Duncan, Executive Director, RRCS; Jim Bernat, Director of Quality Improvement, RRCS; Laurie Dodson, Quality Analyst, RRCS; Kimberley Martin, Admin Assistant, RRCS

1. Eileen Peet called the meeting to order at 1:40 p.m. and asked for a moment of silence.
2. Introductions: Eileen Peet introduced herself and asked for each attendee to also introduce themselves.
3. Additions or Deletions to the Agenda
  - By-Laws should be presented in open session

***ACTION:* Phoebe Muenger motioned to approve the agenda as amended. Roberta Anderson 2<sup>nd</sup> the motion. There being no further discussion, the motion to approve the agenda as amended was voted on and passed unanimously.**

4. Public Comment
  - Arla Jean Lewis spoke about her tour of the new Western State Hospital facility.
  - Eileen Peet read a thank you note from JoAnn Lyons.
5. Approval of the July 23, 2013 Minutes

***ACTION:* Beverly Young motioned to approve the April 23, 2013 minutes. Ron Upshur 2<sup>nd</sup> the motion. There being no further discussion, the motion to approve the minutes was voted on and passed unanimously.**

6. Presentations: Affiliation Updates (10 minutes)
  - NATIONAL COUNSELING GROUP, INC. – Bryna May presented to the committee a summary of her program. The annual report was submitted. The Committee had the following questions:

**PLEASE REMEMBER TO CONTACT KIMBERLEY MARTIN AT 825-3100,  
EXT. 3146 IF YOU ARE UNABLE TO ATTEND MEETINGS.**

*Discussion:*

*Kelly Greer the Charlottesville site director was introduced.*

*Regarding splitting of duties, will Kelly Greer affiliate with Region 10? Yes. This report is inclusive of Charlottesville however the Charlottesville programs will affiliate in Region 10.*

*How was the one formal complaint processed? This was a formal complaint. It was an unprofessional conduct and boundaries case. We received a complaint from the case manager. We are using this specific case to train and to reinforce boundaries. The staff member involved was terminated.*

*Regarding complaints...abuse/neglect/human rights...have you entered them into CHRIS (Comprehensive Human Rights Information System) and what is your experience? Good. I have had no problems however all our reports have been serious injury reports versus human rights.*

- CROSSROADS COUNSELING CENTER – Margreta Grady announced she would be leaving Crossroads Counseling Center. Archana Dogra ([adogra@crossroadsvirginia.com](mailto:adogra@crossroadsvirginia.com) 703-361-1525) will be the point of contact going forward. Margreta Grady presented to the committee a summary of her program. The annual report was submitted. The Committee had the following questions:

*Discussion:*

*Crossroads Counseling Center will continue to offer some of their services in this area even though there is no office in this area. The office is in Manassas.*

*Safety Care – our agency is not licensed to restrain but are training staff in restraint. Is it a bit of a mixed message to say you are training restraint techniques but don't use restraints? What about those situations when you are in a home situation and you are in pursuit of a child who is after a sibling or parent with a knife? We deal with it in a case by case situation. We are saying it has to be an extraordinary situation in order to use restraints.*

*Can you talk to the parent individually without going into their house? It is a home-based service so the intent is that it would be in the house. If they needed to talk to the parent without the child, they would attempt to make arrangements for the child to have a caretaker.*

- ACT FAMILY PROGRAM—The annual report was submitted. No one from ACT Family was present to provide a presentation. ACT Family Program is closing its doors in Virginia. Dr. Sharon Coffey indicated she would be starting a practice in California.
- DIDLAKE, INC.— John Craig & Emily Theimer presented to the committee a summary of their program. The annual report was submitted. The Committee had the following questions:

*Discussion:*

*John Craig provided an overview of corporate Didlake, Inc. as well as specific information regarding the Opal Office of Didlake, Inc. He also spoke about the Ability One Program which provides for employment of people with disabilities and the Affirmative Industry program.*

*How many of Didlake's clients are CSB clients? 35 from all over the catchment area.*

*Is this move going to do anything that will be adverse to our people in this area?* No, I think it will do the opposite. With Employment First, every person with a disability will have the option for employment first. This will allow them to stay where they are and integrate the workplace and bring the work in to them which will improve their lives.

*The government was shut down for 17 days, did that impact employees?* It did impact the employees at government sites but the Opal site remained open.

*It is wonderful to identify funding and enlarge in this economy. What are you modeling your Affirmative Industry Program after?* It is similar to Ability One programs at the federal government sites because all our consumers interact with government employees every day. There was also a program called Minnesota Diversified Industries used the same program but instead of industry, they had commodities. I think it will be modeled after that.

*You have positions in many locations. How does one know what to do to apply for one of these jobs?* Most individuals come through referral source or through our website.

*Considering all the counties where you've developed work, what makes Fauquier County different?* It goes back to a relationship we have with them....they made a contribution of 20K and for that money we would provide services for a set amount of individuals.

For 20K, you can pretty much take 7 people and provide the support for those individual's supportive employment. This is a program we've successfully repeated for many years.

*For those people who work at venues that are a great distance, is there transportation?*

That has always been the biggest challenge. Some drive, some carpool and travel the train or link up with other transportation. We travel coach so they are able to utilize these services.

*Is the Ability One Program going to be under budget cuts?* It has been under attack for years. There is always someone taking a shot at it and trying to knock it down and there are always challenges. It is a proverbial win/win where the government gets a product by someone who would otherwise be a consumer of taxpayer's money.

- AGAPE COUNSELING & THERAPEUTIC SERVICES, INC.—Marie Payne-Clore presented to the committee a summary of her program. The annual report was submitted. The Committee had the following questions:

*Discussion:*

*Are there plenty of consumers?* Yes, when we started out, we picked up the adult population. Now others are also serving this population.

*What is your average age?* We serve all ages however we have several in their 20s, 40s and 50s.

*How often do you notify customers of human rights?* Currently, we notify customers every 6 months of their human rights. The law dictates this must be done annually but we do it every 6 months.

#### 7. Requests for Affiliation or New Services (No requests)

- RRCS – Positioning Devices: Overview and discussion and use in new RRCS group homes opening in early 2014.

*Discussion:*

*Brian Duncan noted the CSB will be finishing a group home later this year. It is designed to serve individuals with more complex physical needs. We have some consumers with routine care who are in Central VA Training Center who currently use positioning belts. We want to get*

*clarification between a positioning device versus restraint. What do we need to bring forward to the LHRC? These are not new. These positioning devices are being used at the facility now.*

Chuck Collins stated you are required to have a doctor's prescription, a signed consent from the person's representative and a letter from Chuck. Then, if necessary, we will take it to the LHRC. No one should have to wait. If it is for the sole purpose of positioning, it does not need permission. If it is a restraint, it does need permission. The licensing agent will provide you the criteria.

8. Human Rights Announcements – Chuck Collins/Mark Seymour

- Western State Hospital will be moving October 29<sup>th</sup>.
- Compliance with DOJ agreement: Providers to provide residential placements so the CVTC consumers can move to the community. There are 300 consumers at CVTC where there used to be 3000.
- The focus of the Department is the closing of the training centers. Residential for the child population is operating at about half. They've reduced staff. Places like ChildHelp which is in our region are creeping back up in population.

9. Update by Brian Duncan, Executive Director, RRCS

Fee Information for certain Medicaid funded services – Brian Duncan provided a basic overview of the fee structure paid by Medicaid and FAP and how that is different in Central VA versus Northern VA. He also noted, the VA Waiver program is being overhauled. There is complete awareness that the current rates will not work with the CVTC consumers coming out into the community. The new rate structure should roll out in 2014 so the community based setting can support the level of care required.

- Brian Duncan led the LHRC Board and Advocates on a tour of the new Culpeper Group Home currently under construction at the end of the meeting.

10. Quarterly Reports –

- July 2013 – All Late Reports were brought up to date and handed out at the July meeting
- October 2013 – 1 Presenter missing the annual questions. All other reports submitted.

11. Closed Session – no closed session

- Voted on By-Laws in open session

*Discussion:*

*Noted typographical errors to be amended.*

***ACTION: Roberta Anderson motioned to accept the revised By Laws as amended. Arla Jean Lewis 2<sup>nd</sup> the motion. There being no further discussion, the board voted unanimously to accept the revised changes.***

12. Meeting Schedule:

- January 28, 2014, 2<sup>nd</sup> Floor Board Rm., Bradford Road Office at 1:30 p.m.
- April 22, 2014, 2<sup>nd</sup> Floor Board Rm., Bradford Road Office at 1:30 p.m.
- July 22, 2014, 2<sup>nd</sup> Floor Board Rm., Bradford Road Office at 1:30 p.m.

- October 28, 2014, 2<sup>nd</sup> Floor Board Rm., Bradford Road Office at 1:30 p.m.

**The meeting adjourned at    p.m.**

**Approved:**

---

**Chair or Vice Chair**