

**Local Human Rights Committee
Bradford Road Office, Conference Room B
Culpeper, Virginia
October 25, 2011, 1:30 p.m.
MINUTES**

Members Present: Eileen Peet, JoAnn Lyons, Sharon Adams, Dr. Beverly Young, Darlene Heckethorn, Arla Jean Lewis

Members Absent: Dr. Dawn Klemann

Affiliates Present: Pam Golas, Andrea Springer Collins, Gary Brown, Marie Clore, Margreta Grady, Julie Turner, Trepin Tate

Also Present: Chuck Collins, DBH&DS-OHR; Mark Seymour, DBH&DS-OHR; Jim Bernat, Director of Quality Improvement, RRCS; Brian Duncan, Executive Director; RRCS; Kimberley Martin, Admin Assistant, RRCS; Karen Streichert, RRCS

1. Eileen Peet called the meeting to order at 1:38 p.m.
2. Introductions: Eileen Peet introduced herself and asked for each attendee to also introduce themselves.
3. Additions or Deletions to the Agenda
 - Vote on new officers. It has been one year this month since we voted on officers. The vote should take place in July however we did not have a quorum in July 2010. Will there be a vote today?
 - Update to Requests for Affiliation or New Services
 - Under RRCS – Add Boxwood Recovery Center to new services
 - Update to Human Rights Announcements – Chuck Collins
 - Arla Jean Lewis’ appointment was approved. (see handout)
 - Darlene Heckethorn’s appointment was approved. (see handout)
 - Sharon Adam’s re-appointment was approved. (see handout)
 - Eileen Peet’s re-appointment was approved. (see handout)

***ACTION:* Beverly Young motioned to approve the agenda with the additions. JoAnn Lyons 2nd the motion. There being no further discussion, the motion to approve the agenda as amended was voted on and passed unanimously.**

4. Public Comment:
 - Trepin Tate: We are getting packets together to let businesses know about our services and how we can work together with supported services. Aggressive marketing.

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

- Julie Turner is working from the Warrenton office part time and putting more efforts there.
- Wall Residences added two services in Culpeper.
- Marie Payne-Clore – Next year, we will begin planning earlier for a kid's summer program. This year, clients were too far apart to pull together for a 4 hour day program.
- Margreta Grady – Very busy in Prince William County and working on services in this area.
- Eileen Peet – NAMI Conference on Sept 11th. Crisis Intervention Training (CIT) is coming to VA but not in our area at this time. CIT provides mental health training for law enforcement.
- Some representatives from NAMI presented *In Our Own Voice* at the Didlake program. Trepin Tate encouraged anyone who wants to make this available to their organization to do so and provided contact information.
- Eileen Peet mentioned no affiliates reported any complaints. Mark Seymour stated he anticipates there will be complaints and even expects to hear them along with the resolutions.

5. Approval of the July 26, 2011 Minutes

ACTION: JoAnne Lyons motioned to approve the July 26, 2011 minutes. Sharon Adams 2nd 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)

- ACT FAMILY PROGRAM—Gary Brown presented to the committee a summary of his program. The new annual report was submitted. The Committee had the following questions:

Additional Questions:

Explain what ACT Family Program does? We diagnose and provide treatment plans for Mental Health. We deal with abuse, stressful family situations, bullying in school, families that have been displaced, etc...

What happens to your clients after age 21? We are looking to go into out-patient so we can address needs after our client's transition out of our program.

Do you have a psychologist? Dr. Sharon Coffey

Has anything changed in the past year? For us, we've seen an increase in female clients. How long have you been with the organization? Over a year.

Is there a specific age client's surface? Teenage years.

- DIDLAKE, INC.—Trepin Tate presented to the committee a summary of his program. The new annual report was submitted. The Committee had the following questions:

Additional Questions:

Trepin asked for training on this new annual and quarterly reporting system. Chuck will take this under advisement. Marie Clore can provide space and lunch for training.

Marie Clore – Would you provide the distinction between complaining and a human rights complaint? Chuck used the following example (I want a new case manager, I want different medication, etc... and a client making a complaint (a complaint is a request that is denied). Any expression of dissatisfaction is the 2003 version. 2007 version states a complaint is an allegation of a violation to the policy and procedures to the regulations.

Has anything stood out this year as change? Financially, yes. We are fortunate to have a team of clinicians and consumers that discuss the choices of politicians impact the operation of day programs. The experiences Trepin has had about consumers voicing concerns about how someone looks at them. We make sure the conversations are dignified and we are able to continue services. There are some peer to peer incidents. However, I haven't seen complaints. Chuck reminded everyone the definition states "allegations". It doesn't mean it is substantiated. It is a condition of employment of every employee to know the rules mandated by the state.

With the new format, we don't have the historical information of your organization, we would appreciate it. We will request that information be included going forward.

Can you give examples of the type of work Didlake produces? We have a bottling station (glass cleaner, tire cleaner, sprays, provide towels for car wash). Sorting jobs. Mailing jobs.

What is the length of time a consumer stays with you? Stays are both short and long term. We provide short term assessment services for training. And we provide long term for a day support. They get a vocational element as well as training for living supports.

Can clients stay employed as long as they choose? Depends on funding, waivers and DRS.

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

Additional Questions:

What age range do you serve? The youngest clients are around 21-22 years old. We have more 40-50 year olds and then some older.

You are in all five counties? Yes, but about half are from Orange. We just have the one location/office here in Culpeper. We use St. Lukes Church for our Tuesday & Thursday gatherings.

Can you explain Medicare/Medicaid services? We submit for approval and sometimes they want us to go through one versus the other. We serve four people pro bono. We've given an amount of \$200/month if someone wants to attend our services without other funding.

Agape is migrating to electronic record keeping.

- CROSSROADS COUNSELING CENTER – Margreta Grady presented to the committee a summary of her program. The new annual report was submitted. The Committee had the following questions:

Additional Questions:

Why was Head Start closed? We closed Head Start in Madison County due to the extra hoops of VICAP.

The clients that were set adrift, how many were there? We were actively servicing 5 and we had referrals for 2 more last spring. Head Start does have a mental health component so the clients are not totally adrift.

7. Requests for Affiliation or New Services

- FAMILY LIFE COUNSELING – J.Flemming - Licensure update: Made recommended changes to forms and found alternate office space. Waiting on 2nd visit from Pam Dubois.
- RRCS –

- Service Modification Application for Liberty Group Home (227 Whitworth Drive, Culpeper, VA)
- Boxwood moved to new location

ACTION: The committee listened to the presentations for both the service modification application for Liberty Group Home and to approve the Boxwood Recovery Center move. Beverly Young made the motion to grant both the service modification and the Boxwood Recovery Center move. Sharon Adams 2nd the motion. The committee having no further questions voted unanimously to approve the service modification application for Liberty Group Home and to approve the Boxwood Recovery Center move.

- Wall Residences – sponsored residential services (519 Windermere Drive, Culpeper) for 2 clients but only has one.
- Wall Residences – sponsored residential services (15009 Burgandine Ave., Culpeper) for 2 clients but only has one.

ACTION: Sharon Adams made the motion to grant residential services at 519 Windermere Drive, Culpeper and 15009 Burgandine Ave., Culpeper. JoAnn Lyons 2nd the motion. There being no further questions, the Board voted unanimously to approve the additional residential services located at 519 Windermere Drive, Culpeper and 15009 Burgandine Ave., Culpeper

8. Human Rights Announcements – Chuck Collins made the following announcements and/or went over the following material:
 - SHRC appointment for RRCS’s LHRC, Arla Jean Lewis & Darlene Heckethorn, were approved. Additionally, the reappointments of Eileen Peet and Sharon Adams were approved. Letters were distributed.
 - Provided the process for affiliates seeking DBHDS approval for the addition of a new location of a licensed service in the same region.
 - BY-LAWS – VOTED & APPROVED AT APRIL 2011 MEETING
 - Cooperative Agreement – ALL AFFILIATES SIGNED
 - Quarterly Report & Annual Report – went over the new reports and expectations.
 - Central VA Training Center: Chuck explained the ongoing resolution of what is happening with training centers. The DOJ would like VA to close the training centers throughout the state. The largest has 500 patients. Training centers cannot be closed without services in the community. The General Assembly approved 30 mil as start up money to begin that process. There was also supposed to be an agreement between DOJ and the state of VA. To date, that agreement is not in place. DBHDS is submitting an advisory document to the General Assembly. More to follow when the General Assembly reconvenes in January.

9. Updates on Recent RRCS Cases and Issues—Jim Bernat presented to the committee a summary of the RRCS program.

Additional discussion:

Due to the length of the LHRC meetings, it was decided RRCS/Jim Bernat would provide an annual report like the other affiliates.

Committee requested hard copies of Jim’s reports be included in the LHRC Board package to Committee Members.

10. Update by Brian Duncan, Executive Director, RRCSB-AAA

- Brian Duncan expanded up what Chuck Collins stated about the Central Virginia Training Center. The initial 30 million dollars was allocated to entities both public and private to build and improve infrastructure to facilitate discharge of the training centers. RRCS will receive a little over 2 mil to build and run 2 group homes to serve 8 individuals from CVTC. Each region is receiving some money to develop emergency response systems for individuals with mental health issues. We are developing a model that will be purchased by an outside service and implemented.

11. Quarterly Reports – All affiliates submitted a quarterly report. Three were non-compliant due to:
- Answered 1st page only of new report.
 - Submitted formerly used questions only.
 - Used first generation of new report.

12. **Vote on LHRC Officers** - Due to lack of quorum at the July meeting, the vote on LHRC Officers was delayed. Terms normally start in July and end in June. The following nominations occurred:

Eileen Peet	Chair
JoAnn Lyons	Vice Chair
Beverly Young	Secretary

ACTION: By acclamation the Committee voted unanimously to accept Eileen Peet as Chair, JoAnn Lyons as Vice Chair and Beverly Young as Secretary.

13. Meeting Schedule:

- January 24, 2012, 2nd Floor Board Rm., Bradford Road Office at 1:30 p.m.
- April 24, 2012, 2nd Floor Board Rm., Bradford Road Office at 1:30 p.m.
- July 24, 2012, 2nd Floor Board Rm., Bradford Road Office at 1:30 p.m.
- October 23, 2012, 2nd Floor Board Rm., Bradford Road Office at 1:30 p.m.

The meeting adjourned at 4:15 p.m.

Approved:

Chair or Vice Chair