

SOUTHWEST REGIONAL HUMAN RIGHTS COMMITTEE
MINUTES
May 21, 2008

The Southwest Regional Human Rights Committee met on Wednesday, May 21, 2008 at 2:00 pm. at the Oxbow Center, St. Paul Virginia.

Committee Members Present: Randy Johnsey
 Elvera McLees
 Diane Evans
 Charles Stapleton
 Tracy Mullins

Committee Members Absent: Allen Hayden

Others Present: Franklin Horton, Cumberland Mt. CSB
 Nan Neese, DMHMRSAS - OHR
 Lorie Horton, Highlands CSB
 Amber Stevenson, Clinch Valley Treatment Center
 Dianne Wilson, Holston Family Services
 Sid Rhoton, Mountain Connections, Inc
 Melisa Mays, R&S Helping Hands
 Wendy Umbarger, Pressley Ridge
 Kimberly Hall, Pressley Ridge
 John Arredondo, Mountain States Health Alliance
 Rebecca Scott, Dickenson County CSB
 Stephanie Poe, RCMC/MSHA Cleaview
 Sharon O'Keefe-Hicks, Creative Family Solutions
 Shirley Beverly, Rachel's Haven
 Janice Payne, Rachel's Haven
 Sharon Taylor, Frontier Health
 Larry Lavender, New Beginnings
 Scott Spears, New Beginnings
 Rodney McMurray, Family Preservation Srv. Inc.
 Teresa Vanover, Cross Roads Point Inc.

I. Call to Order

Chairperson, Mr. Randy Johnsey called the meeting to order.

II. Welcome and Introductions

Introductions were made. Mr. Johnsey opened the floor for public comment.

III. Approval of Minutes

The minutes of February 20, 2008 were reviewed. Motion was made by Dr. Elvera McLees and seconded by Mr. Charles Stapleton, to approve the minutes as presented. Motion carried.

IV. Advocate's Report

Ms. Nan Neese, Regional Human Rights Advocate provided the Committee with the following updates:

- **Submission of Human Right Policies and Procedures** were due to the Department of Mental Health, Mental Retardation, and Substance Abuse (DMHMRSAS) 3/1/08. Notices of failure to receive will be sent out by DMHMRSAS for any affiliate who did not submit their policies for review. The actual review will take some time, but affiliates will receive feedback when the review to their policies has been completed. If affiliates have any concerns or questions they should contact Ms. Neese.
- **A new Human Rights Advocate**, Andrien Monti has been hired for the Catawba and the Roanoke area. Ms. Neese will continue to provide coverage to that area during the transition.
- **The Focus of Human Rights Site Reviews** for the coming year will include: the appointment process of authorized representatives, informed consent, and the curriculum and competency testing used in the annual human rights training.
- **The Monthly Human Rights Reporting Form** is being reviewed for possible revisions. The form is currently three pages. The last page documents the use of restraint. If there are no incidents to report, affiliates may eliminate processing an "empty" report by not sending the last page.
- **Peer to Peer Conflict** may be reported to Ms. Neese via the one page form also submitted to licensure.
- **The Complaint Process** changed under the new human rights regulations. There is now only one process. Affiliates are encouraged to contact Ms. Neese with any questions.
- **State Human Rights Committee** currently has a vacancy.

V. Document Retention

Ms. Neese and Ms. Lorie Horton reported to the Committee, that the Virginia State Archives had been consulted on the retention requirements for minutes and other Committee documents. It been established that all documents beside the minutes could be destroyed, once they had been retained for required amount of time. Ms. Neese and Ms. Horton requested the Committee's permission to follow the destruction schedule, as specified by the State Archives, as document storage had become a problem. Motion was made by Mr. Stapleton and seconded by Dr. McLees instructing Ms. Horton to destroy all documents not required by law to be maintained, by either shredding or burning. Motion carried.

VI. Notification of New Locations or Services

The following intended changes to Affiliates' licenses were presented:

- **Highlands Community Services, Sponsored Residential, New Service-** Ms. Horton requested the Committee's approval to add Sponsored Residential Service to Highlands Community Services affiliation. Motion was made by Ms. Mullins

and seconded by Ms. Evans to extend temporary affiliation, to the new service, for a period of six months. Motion carried.

- **Family Preservation Services, Therapeutic Day Treatment for Children, New Locations-**

Tazewell Elementary School,
Powell Valley Primary,
Wise Primary,
JW Adams, Wise County,
Dryden Primary, Lee County,
Ewing Primary, Lee County,
St. Charles Elementary, Lee County,
Norton Elementary, City of Norton,
Marion Middle, Smyth County,
The Career Center, Dickenson County
Long Fork Elementary, Dickenson County
Cedar Bluff Elementary, Tazewell County,
Richlands Head Start, Tazewell County
Glade Springs Middle School Washington County
Hurley Elementary/Middle School Buchanan County

Mr. Rodney McMurray gave a brief presentation and provided the Committee with a brochure describing the Therapeutic Day Treatment and Intensive In-Home Services provide by Family Preservation Services. He stated the new locations were in anticipation for next school year. Services were not scheduled to begin until then. He requested that the above locations be included with Family Preservations current affiliation. Motion was made by Dr. McLees and seconded by Mr. Stapleton to extend affiliation to the above locations, to begin in the fall of the 2008–09 school year. Motion carried.

- **Rachel’s Haven, Day Support, New Service** – Ms. Janice Payne requested the Committee’s approval to add Day Support Services to Rachel’s Haven affiliation. Motion was made by Dr. McLees and seconded by Mr. Stapleton to extend temporary affiliation to the new service for a period of six months. Motion carried.

VII. Reporting of Human Rights Activities by Affiliates

The following Annual Human Reports were presented:

- **Mountain Connections** – Mr. Sid Rhoton presented the report to the Committee. Motion was made by Dr. McLees and seconded by Mr. Stapleton to accept the report as written. Motion carried.
- **Dickenson County Behavioral Health Services** – Ms. Rebecca Scott presented the report to the committee. Motion was made by Mr. Stapleton and seconded by Ms. Tracy Mullins to accept the report as presented. Motion carried.

VIII. Membership

Motion was made by Ms. Diane Evans and seconded by Mr. Stapleton that the Southwest Regional Human Rights Committee go into closed session, pursuant to VA Code § 2.2-3711.A (1) and (4) for the purpose of LHRC applicants and protecting the

privacy of individuals in personal matters not related to public business, namely to discuss Committee membership. Motion carried.

Motion was made by Ms. Evans and seconded by Mr. Stapleton to reconvene into open session. Motion carried.

Upon reconvening in open session, motion was made by Ms. Evans and seconded by Mr. Stapleton that all the members individually certify, that only such public business matters identified in the motion for closed session were heard, discussed and considered. Motion carried. Each member then in turn so certified.

VIII. Other Business

Ms. Neese reported to the Committee that the SwRHRC next, regularly scheduled, meeting date conflicted with another Human Rights Committee meeting date which she also needed to attend. After a brief discussion the Committee agreed to change their next meeting to June 25, 2008, at the Oxbow Center, from 2:00-4:30.

IX. Adjournment

Being no further business, Mr. Johnsey adjourned the meeting at 3:40 p.m.

Respectfully Submitted:

Lorie Horton,
Staff Liaison

Randy Johnsey,
Committee Chairperson