

**APPROVED**  
**CENTRAL VIRGINIA COMMUNITY SERVICES**  
**LOCAL HUMAN RIGHTS COMMITTEE MINUTES**

August 4, 2009  
ARC of Central Virginia

**MEMBERS PRESENT:** *Katherine Oulds*, Chairperson; *Brenda Miller*; *Ida Powell*  
**MEMBERS ABSENT:** *Jennifer Kerns* (excused), *Catharine Montgomery* (excused)  
**OTHERS PRESENT:** *Sherry Miles*, Regional Advocate; *Sharon Levin*, Administrative Support; *Karen Wilder*, **The Arc of Central Virginia**; *Glenn Compton*, **Centra Care**; *Brent McCraw*, *Carla Warner*, **Centra Health**; *Scott Worley*, **Creative Family Solutions**; *April Mattocks*, *Eric Mattocks*, **Family Impact**; *Kylie Wilkinson*, **Family Preservation Services**; *Jennifer Carson*, **Heart Havens**; *Chas Colley*, **Hope Tree Family Services**; *Charlotte Brown*, *Deborah Jordan*, **Jordan-Brown Residential Homes**; *Sterling Wilder*, **Tree of Life**; *Rebecca Drinkard*, *Jama Schubert*, **Lamano Agency**; *Blanche Laury*, **Laury Homes Residential Services**; *David Taylor*, **Otter River Resource Center**; *Nailah Barnhardt*, **Presbyterian Home**; *Mary Rice*, **Rice Counseling**; *Alex Jackson*, *Jenise Wade*, *Russel Johnson*, *JS (consumer)*, **Wall Residences**; *Sabrina Windsor*, **Youth Intervention Services**  
**AFFILIATES ABSENT:** Bedford Adult Day Center, Blue Ridge Residential, Braley & Thompson, (due 3/31), Cabaniss, Comprehensive Family Services, DePaul, Family Coaching Services (due 3/31), Jessie Calloway Family Services (due 2/24 & 8/4), Life Line Residential, National Counseling Group (due 6/2), New Beginnings (due 6/2), Seneca House (due 6/2), Strategic Therapy

**EXECUTIVE SESSION**

The motion was made and passed to go into Executive Session pursuant to Virginia Code, 2.2-3711 (4 & 15), for the purpose of discussion or consideration of the restrictive treatment plan for JS. This review necessarily involved discussion and consideration of mental and medical records excluded and information excluded from the Freedom of Information Act. **Members present were Katherine Oulds, Brenda Miller, and Ida Powell. Others present were Alex Jackson, Jenise Wade, Russel Johnson, and JS.**

Mr. Jackson reviewed the details in JS's plan.

Upon reconvening in public session, the Central Virginia Community Services Local Human Rights Committee unanimously certified that to the best of each Local Human Rights Committee member's knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matters identified in the motion to convene the Executive Session were discussed in the Executive Session.

**The motion was made and unanimously passed to approve the restrictive behavior plan for JS. A consensus was reached that the plan is to be presented for review in one year, which will be August 2010.**

**CALL TO ORDER AND INTRODUCTIONS**

Ms. Oulds called the meeting to order and invited everyone to introduce themselves.

**APPOINTMENT OF OFFICERS**

This will be tabled until all members are present.

## **APPROVAL OF DRAFT MINUTES**

**The Committee unanimously passed a motion to approve the minutes of the June 2, 2009, meeting as written.**

### **AFFILIATION REQUEST – Jordan-Brown Residential Home**

Ms. Jordan and Ms. Brown explained that their home will serve folks over 18 with intellectual and/or development disabilities, ambulatory and non-ambulatory. Ms. Powell returned a copy of their Policies and Procedures marked with suggested grammatical improvements. **The motion was made and unanimously passed to grant affiliation to Jordan-Brown Residential Home.**

### **AFFILIATION REQUEST – Centra Health’s Therapeutic Day Treatment**

Ms. Warner reported that their new program, therapeutic day treatment, is an after-school and summer program for eligible children enrolled at Rivermont School, K-12 grades. **The motion was made and unanimously passed to grant affiliation to Centra Health’s Therapeutic Day Treatment program.**

## **RECRUITMENT**

Ms. Oulds announced that the committee needs 2 consumers. Ms. Miles explained that a “consumer” is anyone who is currently receiving or has received services from a public or private sector provider within the past 5 years in mental health, mental retardation, or substance abuse. Ms. Miles is to be contacted with name of a potential candidate.

## **REGIONAL ADVOCATES’ REPORT**

Ms. Miles distributed “Complaint Form: DMAS Non-Emergency Transportation,” because she is not the correct contact for these complaints. She also distributed a paper listing the Department’s new name, effective July 1, 2009: Department of Behavioral Health and Development Services (DBHDS), as well as her new email address: [Sherry.Miles@dbhds.virginia.gov](mailto:Sherry.Miles@dbhds.virginia.gov). Her old address should work for 1 year. Ms. Miles also distributed the 6/19/09 letter from the Department, emphasizing the importance of having 2 consumers on each LHRC committee in order that it can remain functional.

Ms. Miles stressed the importance of documentation, which can protect providers if a consumer makes accusations. She said a progress note should be made of anything a person does with a consumer (for example, taking them to the store or providing informal counseling), even for staff not providing direct care.

She said that abuse or neglect allegations received must be reported to her within 24 hours. She also asked that staff be reminded that if they see a consumer being abused, they must report this to you immediately.

Ms. Miles asked affiliates to show the courtesy of writing or calling her if affiliation is no longer needed.

She suggested all providers check the Medicaid website for changes in billing to include employment of individuals with who have defaulted on federal loans. She also warned that due to budget cuts in Richmond, Medicaid may become more diligent about enforcing rules and regulations.

## **PROGRAM UPDATES**

**ARC** – no changes, no complaints or allegations of abuse/neglect; serves 74 consumers in day-support services, sponsored residential homes, respite care, in-home services and Camp Meadowlark-which is not licensed. **Centra Care** – is in the process of opening, with a target date of 8/15; will offer waiver slots for those with intellectual disabilities for 24-hour services. **Heart Havens** – no complaints or allegations of abuse/neglect; serves 5 individuals; have plans for house across street and hope to break ground by end of the year; new Director of Operations is Jennifer Barrett. **Lamano** - no complaints or allegations of abuse/neglect; 1 serious injury report. **Centra Health** – the Joint Commission completed a recent audit; is expanding the C&A Acute Psychiatric services from 14 to 20 beds by September. **Creative** - no complaints or allegations of abuse/neglect; provide in-home services and mental health supports to individuals with intellectual and/or developmental disabilities; 53 staff persons serve 50 clients. **Family Preservation** – have had management changes; provides therapeutic day treatment, mental health supports, mentoring and behavior specialists. **Laury Homes** - no complaints or allegations of abuse/neglect; serves 5 individuals in 2 houses.

## **NEXT MEETING DATE**

The next meeting will be held on October 6, 2009 at the Presbyterian Home's Chapel at 4:15 pm.

## **ADJOURNMENT**

**The motion was made and unanimously passed to adjourn the meeting.**