

**Southwest Local Human Rights Committee  
Minutes  
October 21, 2015  
Russell County Public Library, Lebanon, Virginia  
2:00 p.m. – 4:00 p.m.**

The Southwest Local Human Rights Committee met on Wednesday, October 21, 2015 at 2:00 p.m. at the Russell County Public Library in Lebanon, Virginia.

**Members Present:**

Ada Stacy, Chair  
Bobby Mullins, Vice Chair  
Jean Hankins, Secretary  
Tamara Kincaid  
Sally Lewis  
Julie Johnson

**Others Present:**

Nan Neese, Regional Human Rights Advocate  
John Hagy, Clearview Russell County Hospital  
Anna Barker Clearview Russell County Hospital  
Julie Wood, Counseling Interventions Incorporated  
Scott Worley, Creative Family Solutions/Res Care  
Franklin Horton, Cumberland Mt. Community Services  
Arden Gibson, Davis House  
Sherry Dye, DePaul Community Resources  
Teresa Potter, DCH-Senior Live Solutions  
Rod Mc Murray, Family Preservation Services, Inc.  
Ashley Keene, Family Preservation Services, Inc.  
Sharon Taylor, Frontier Health, PD1  
Debbie Herringer, Frontier Health  
Travis Cross, Healing Waters Counseling Center, Inc.  
Joel Wyatt, Health Connect America, Inc.  
Lorie Horton, Highlands Community Services  
John Counts, Highlands Community Services  
Glenda Pollard, HopeTree Family Services  
Beth Blansett, Journey House  
Roxanne Lane, R&S Helping Hands, Inc.

**I. Welcome And Introductions**

Ada Stacy, Chair welcomed new committee members Sally Lewis and Julie Johnson. The affiliates introduced themselves to the committee members.

**II. Call To Order**

The meeting was called to order at 1:57 p.m.

**III. Public Comment Period**

There were no public comments made.

#### **IV. Adopt Agenda**

Motion was made by Jean Hankins and seconded by Tamara Kincaid to accept the agenda as submitted. Motion carried.

#### **V. Approval Of Minutes**

##### ***August 19, 2015***

The first paragraph to Section XIV – Closed section was recommended to be amended to also include the section (15) of the VA Code 2.2-3711, and the next to last sentence to include the phrase “to conduct a review of an individualized service plan. The revised paragraph would state:

*Motion was made by Tamara Kincaid and seconded by Jean Hankins that the Southwest Virginia Local Human Rights Committee go into a closed session pursuant to VA Code 2.2-3711.A (4) and (15) for the purpose of protecting the privacy of individuals in personal matters not related to public business and the discussion of medical and mental records, namely to interview of LHRC applicants and to conduct review of an individualized services plan. Motion carried.*

Motion was made by Jean Hawkins and seconded by Bobby Mullins to approve the August 19, 2015 minutes of the meeting as amended. Motion carried.

#### **VI. Advocate’s Report and Recommendations**

##### **Membership:**

Ms. Nan Neese, Regional Human Rights Advocate also extended her welcome to the new committee members. She reminded the affiliates that the committee needs one additional participant to fill the roster on the committee.

##### **Reporting:**

Ms. Neese distributed the Meeting Scheduled for 2016. In preparation for the 2016 meeting year, it was agreed that the meetings will continue to be held at the Russel County Library until further notice. There are six meeting dates scheduled. Affiliates must attend a minimum of two meetings, one in which they present their annual report. The annual report should summarize the service provided by the affiliate. Reports must be submitted quarterly as scheduled on the meeting scheduled. Affiliates should plan to attend any meeting in which they have submitted a report reflecting human rights incident have occurred.

Affiliates and Committee members now may access free of charge webinars on the DBHDS website on root cause analysis and conducting allegation of abuse investigations. Participation of all seven parts of the abuse investigation training, still in development will qualify the affiliate’s staff person to conduct investigations as allowed by the Human Right Regulations.

Motion was made by Mr. Mullins and seconded by Ms. Hankins to approve the 2016 Meeting Schedule as submitted. Motion carried.

## **VII. Policy and Procedure Review**

- Frontier Health – PD1

Sharon Taylor submitted the revised Frontier Health – PD1 Complaint Resolution Policy to the committee. Motion was made by Ms. Keene and seconded by Mr. Mullins to approve the policy as submitted. Motion carried.

- Creative Family/ResCare

Scott Worley submitted the revised Creative Family/ResCare Restraint and Time Out policy. Motion was made by Mr. Mullins and seconded by Julie Johnson to approve the policy with the recommended revision to page 4 section F. to clarify that the ISP should be specific about the monitoring of the device used. Motion carried.

## **VIII. Request for Affiliation**

- **Family Preservation Services Therapeutic Day Treatment**

Rod McMurray submitted a request to extend Family Preservations Services' affiliation to include Tazewell High School as additional location to provide Therapeutic Day Treatment. Motion was made by Ms. Keene and seconded by Ms. Hankins extend affiliation as requested. Motion carried.

- **Highlands Community Services**

John Counts submitted a request to extend Highlands Community Services' affiliation to include a new sponsor residential home location. Motion was made by Mr. Mullins and seconded by Ms. Hankins to extend affiliation as requested. Motion carried.

- **HopeTree Family Services Virginia Baptist Home**

Glenda Pollard submitted a request to extend HopeTree Family Services Virginia Baptist Home's affiliation to include In Home Support Services. Motion was made by Ms. Keene and seconded by Mr. Mullins to extend affiliation as requested. Motion carried

- **Cumberland Mountain CSB– Children's Crisis Stabilization Services**

The request by Cumberland Mountain is deferred to the December meeting.

- **Counseling Interventions, Inc.**

Julie Wood requested affiliation for Counseling Intervention, Inc. be extended to include 10 addition Lee County Schools. The committee requested that Ms. Wood provide update at the next meeting on the status of the licensing application. Motion was made by Ms. Keene and seconded by Ms. Stacy to extend affiliation as requested. Motion carried.

## **IX. Notices to Conclude Affiliation**

There were no notices to conclude affiliation submitted.

## **X. Provider Updates**

### **Cooperative Agreements**

As support to the Committee, Franklin Horton, Cumberland Mountain Community Services will be sending copies of the 2016 co-operative agreement to affiliates. Included with the Agreement will be a request for affiliates to also contribute monetary support to the committee for the coming calendar year. Mr. Horton noted that it had been several years since the last time funds were requested. The funds are used to offset travel expenses for the committee members and clerical costs.

**Other Information**

Lorie Horton shared with the committee that the Office of Human Rights through the DBHDS QI Committee has been reviewing incidents of Peer to Peer Abuse. A memo helping to clarify the definition is in development. The Office of Human Right indicated that one of their next areas of review will be medication errors.

**XI. Affiliates’ 2014 Annual Reports and 2015 Quarterly Reports**

The affiliates filed third quarter 2015 reports as indicated below. No 2014 Annual Reports were submitted. Motion was made by Ms. Hankins and seconded by Mr. Mullins to accept the reports as submitted.

Affiliates	2015 Quarterly Reports Submitted				2014 Annual Reports	
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	Scheduled Reporting Month	Submitted
	Scheduled Reporting Month					
	Jul	Aug	Dec	Feb		
Associated Counseling Services	NA	NA	NA		NA	
Clearview Center – RCMC	X	X	X		February	4/15/15
Clinch Valley Treatment	X				August	
Counseling Interventions			X		NA	
Creative Family Solutions/ResCare	X		X		June	8/19/15
Cross Road Point	X		X		June	
Cumberland Mt. CS	X		X		April	4/15/15
DePaul Community Resources	X	X	X		April	4/15/15
Dickenson County Behavioral Health	X	X	X		June	8/19/15
DCH-Senior Life Solutions	X	X	X		August	8/19/15
DCH-Inpatient		X			NA	
Family Preservation Services	X	X	X		April	8/19/15
FH-PD1 Behavioral Health Services					February	
FH-Sunhouse	X		X		April	4/15/15
Healing Waters Counseling Center	x	X	X		June	
Health Connect America		X	X		February	4/15/15
Highland Community Services	X	X	X		February	4/15/15
HopeTree Family Services – VA Baptist Home	X	X	X		August	
Infinite Potential Supportive Services	X				April	4/15/15
Journey House		X	X		August	8/19/15
Mountain Connections					August	
R&S Helping Hands	X	X	X		February	4/15/15
Rachel’s Haven	X	X			June	8/19/15

Associated Counseling Services continues in the licensing process remains exempt from filing quarterly reports. Clinch Valley Treatment, Frontier Health- PD1, Infinite Potential Supportive Services, Mountain Connections, and Rachel's Haven will present their third quarter reports at the December meeting. Motion was made by Ms. Hankins and seconded by Mr. Mullins to accept the reports as submitted. Motion carried.

**XII. Other Business**

There was no other business at this meeting.

**XIII. Next Meeting**

Due to the holiday season the next Southwest Local Human Rights Committee meeting will be held on Wednesday December 2, 2015 at 2:00 p.m. at the Russell County Library in Lebanon, Virginia.

**XIV. Adjournment**

There being no further business, Ms. Stacy adjourned the meeting at 4:01p.m.

Respectfully Submitted,

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Lorie Horton  
Administrative Liaison

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Ada Stacy  
Committee Chair

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