

Northern Virginia Regional HRC
Merrifield Center
8221 Willow Oaks Corporate Drive; Fairfax, VA
11/15/17 / 11:00 AM
Approved on 2/21/18

MEMBERS PRESENT: Becky Gleed (HC Professional), Co-Chair; Michael Hill, Co-Chair ; Bob Shaffer (Family Mbr), Secretary; Amanda Mehlenbacher (HC Professional), Vice-Chair; Renee Valdez (Professional & Consumer Rep); John King (Consumer Rep); Mary Jane Billinger (Mbr)

MEMBERS ABSENT: Rebecca Johnson (Mbr); Farzana Kennedy (Professional Mbr)

I. CALL TO ORDER:

- Meeting called to order by Michael Hill at 11:00 a.m.
- Introductions/Welcome

II. PUBLIC COMMENTS:

- None. No members of the public attended.

III. MINUTES

- August 16, 2017 Northern Virginia Regional Human Rights Committee minutes were motioned to be approved by Amanda Mehlenbacher, seconded by John King and unanimously approved by committee members.

IV. AGENDA

- Agenda for today's meeting, 11/16/17, motioned to be approved by Michael Hill, seconded by John King and unanimously approved by committee members.

V. LHRC / OLD BUSINESS:

- LHRC Restrictive Behavior Plan Form – State working towards implementing a statewide form for providers
- Letter to providers outlining new form (per action items from 5/17 mtng)
- Unified Bylaws – In SHRC review
- Dismissal notice – members who have consistently been absent from meetings. Motion made by Becky Gleed to send letter of dismissal to Amy and Ali. Motion seconded by Renee Valdez and unanimously approved by the committee.
- Motion made by Becky Gleed to discuss composition of LHRC at the February 2018 meeting. Seconded by Michael Hill.
- 2018 LHRC training schedule
- **Training:** Roles & Responsibilities of LHRC members
- National Counseling Group – New TDT service in Alexandria, VA.
- Lutheran Family Services of Virginia – New sponsored residential service in Woodbridge, VA.
- Interview of prospective new member (Jackie Benson)

- **Closed Session:** Upon a motion made by Michael Hill and seconded by Mary Jane Billinger, the committee entered closed session pursuant to Virginia Code §2.2-3711, a.15 and §2.2-37.05.5 for the purpose of review and discussion of new LHRC applicant.
- **Return to Open Session:** Upon reconvening in open session, all members of the Local Human Rights Committee certified that to the best of each ones' knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matters identified in the motion to convene the closed session were discussed in closed session. Motioned by Michael Hill and seconded by Becky Gleed.
- Michael Hill motioned to approve Jackie Benson as a new member of this LHRC. Seconded by Mary Jane Billinger and unanimously approved by all committee members present.

VI. AGENDA / NEW BUSINESS:

- Provider requested business: APTS and CRI
 - **Closed Session:** Upon a motion made by Michael Hill and seconded by Mary Jane Billinger, the committee entered closed session pursuant to Virginia Code §2.2-3711, a.15 and §2.2-37.05.5 for the purpose of discussion of medical record / treatment plans. The continued use of restrictive behavioral plans were reviewed and no recommendations were made.
 - **Return to Open Session:** Upon reconvening in open session, all members of the Local Human Rights Committee certified that to the best of each ones' knowledge, only public business matters lawfully exempt from statutory open meeting requirements, and only public business matters identified in the motion to convene the closed session were discussed in closed session. Motioned by Michael Hill and seconded by Becky Gleed.

VII. ADVOCATE ANNOUNCEMENTS:

- The Office of Human Rights continues to offer regional CHRIS trainings. If a provider is interested in hosting a regional CHRIS training, please contact the advocate.
- The Office of Human Rights will be offering Regional Human Rights trainings for provider's director or the director's designee. The dates for these trainings are still to be determined, but are expected to occur within the second quarter of 2018.
- Reminder of CHRIS deadlines. A provider has 24 hours from the time of discovery to enter required information into CHRIS and 10 working days to complete the investigation. (see 12VAC35-115-175 and 12VAC35-115-230 for additional information on reporting)
- Behavioral plans that do not use restraints or time-outs should follow the guidelines found in 12VAC35-115-100

NEXT MEETING: Wednesday, February 21, 2018, at 11:00 am, Merrifield Center, 8221 Willow Oaks Corporate Drive, Conference room 1-408, Fairfax, VA 22031. Subsequent 2018 meeting dates: May 16, 2018; August 15, 2018; and November 14, 2018 at 11:00am. Location at Merrifield Center, 8221 Willow Oaks Corporate Drive, Conference room 1-408, Fairfax, VA 22031.

MEETING ADJOURNED: Motion made to adjourn by Becky Gleed, seconded by Amanda Mehlenbacher. Meeting adjourned at 1:24pm.

These Minutes were transcribed by Artea Ambrose, Human Rights Advocate.