

Charlottesville Area LHRC  
502 Old Lynchburg Rd, Charlottesville, Virginia  
January 18, 2018 at 1:00pm  
Drafted Minutes

LIST MEMBERS PRESENT: John Shepherd – Chair; Amy Hereford; Bruce Ellsworth; Mittie Harvey

LIST MEMBERS ABSENT: Rita Shelton

CALL TO ORDER

Mr. Shepherd called meeting to order at 1:04pm. Welcome committee members.

MINUTES

October 19, 2018 minutes were motioned to be approved by Ms. Hereford and seconded by Mr. Ellsworth. The committee approved the minutes by unanimous vote.

PUBLIC COMMENTS: None

ADVOCATE ANNOUNCEMENTS

- DBDHS, Office of Human Rights, will provide training to agency directors or their designees in a train the trainer format specific to the revised regulations which went into effect in February, 2017. This training is designed so that the individual from each agency who is in attendance can return to his/her agency and provide required annual training and competency testing to agency personnel. Regions 1 & 2 will be providing 5 regional train the trainer opportunities beginning at the end of March, 2018. This training is NOT mandatory, and is only an **optional resource** for providers to use to assist in training their staff to provide annual training to their personnel.

**When and where are the other trainings?**

March 28, 2018 - Good Life Corporation, New Market, VA  
Registration Cap: 100 participants (open to Regions 1 and 2)

April 3, 2018 - Mary Washington Hospital, Fredericksburg, VA  
Registration Cap: 50 participants (open to Regions 1 and 2)

April 10, 2018 - Region Ten CSB, Charlottesville, VA  
Registration Cap: 75 participants (Open to Region 1 only)

April 17, 2018 - Fairfax Gov't Center Complex, Fairfax, VA  
Registration Cap: 60 participants (Open to Region 2 only)

April 27, 2018 - Links to Life, Lynchburg, VA  
Registration Cap: 50 participants (Open to Region 1 only)

- Beverly Garnes longtime Regional Advocate assigned to Region IV retired from state service effective January 1, 2018. At this time, Jennifer Kovack is acting as the interim regional advocate in Region IV.

- Provider reminder regarding the annual report of seclusion/restraint. This report is not to be confused with the annual report previously provided to the LHRC (which is no longer required). According to the Human Rights regulation 12VAC35-115-230.C.2 Provider Requirements for Reporting - This regulation requires providers to submit to DBHDS an annual seclusion/restraint report by January 15 on an annual basis or more frequently if requested by the department. There have been no changes to this process. If you are required to complete this form and have not yet done so, please send immediately to Mary Clair O'Hara at the contact information found on the form.

#### AGENDA ITEMS/NEW BUSINESS:

- National Counseling Group – Location Change: New office is located at 696 Berkmar Circle, Suite 3B, Charlottesville, VA. Effective 1/1/18
- Region Ten CSB – Video monitoring policy in ID group homes  
Draft policy review. Recommendations to determine encryption of data, what will happen to data after 30 days, consult with other providers currently using video surveillance, consider using audio recording in addition to video, ensure current consumers and authorized representatives or guardians are involved in the creation and implementation of the policy.
- VABODE Behavioral Health – Location Change: 1320 Central Park Blvd, Fredericksburg, VA.
- Advocate provided training on 12VAC35-11-5-100 Restrictions on Freedoms of Everyday Life, 12VAC35-115-105 Behavior Treatment Plans, and 12VAC35-115-110 Use of Seclusion, Restraint, and Time Out
- Recruitment of new members discussion.

NEXT MEETING – April 19, 2018 at 1:00pm at 502 Old Lynchburg Rd, Charlottesville, Virginia.

MEETING ADJOURNED – Motion made to adjourn by Mr. Ellsworth seconded by Ms. Harvey.

Meeting adjourned at 2:48pm.

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