

METROPOLITAN LOCAL HUMAN RIGHTS COMMITTEE

MINUTES

March 28, 2024

9:30 a.m.

**MEMBERS PRESENT:**

Sharae Henderson, Chair  
Danielle Johnson, Vice-Chair  
Pamela Jones, Secretary  
Kiva Gatewood, Member  
Mark Smallcombe, Member

**MEMBERS ABSENT:**

Nikivias Goode, Member  
Nikea Hardy, Member

**OTHERS PRESENT**

Amaya Henderson, Advocate/Technical Advisor  
Bridget Bland, Advocate/Technical Advisor

**CALL TO ORDER**

Sharae Henderson, called the meeting to order at 9:42 am.  
Introductions were made by all present

**APPROVAL OF AGENDA**

Kiva Gatewood made a motion to approve the agenda. The motion was seconded by Mark Smallcombe and approved by all.

**APPROVAL OF MINUTES**

Minutes from the previous meeting were reviewed. Pamela Jones made a motion to approve the minutes with the following corrections: Mark Smallcombe's name corrected; Andrea Milhouse's email corrected; Danielle Johnson's name corrected. The motion was seconded by Kiva Gatewood and approved by all.

**PUBLIC COMMENTS**

N/A

**CHAIR ANNOUNCEMENTS**

Sharae Henderson reported that she can stay on as a member with her new position with the state.

**ADVOCATE REPORT AND TRAINING**

Bridget Bland conducted a training on the Complaint and Fair Hearing Process.

Amaya Henderson gave the Advocates Report which included:

For the quarter ending 12/31/2023 in Region 4:

- **13** Complaints involving allegations of ANE (CSB)
- **383** Complaints involving allegations of ANE (Providers)
- **5** Complaints not involving ANE (CSB)
- **42** Complaints not involving ANE (Providers)
- **443 Total Complaints Received**

Of Q1's 443 total complaints in Region 4, 104 allegations involving ANE were substantiated.

- Summary of current Variances for R4

There are currently no variances for under review in Region 4.

## **Updates**

### LHRC Recruitment

Please contact Andrea Milhouse via email at [andrea.milhouse@dbhds.virginia.gov](mailto:andrea.milhouse@dbhds.virginia.gov) if you know of anyone interested in becoming a member of Region 4's LHRCs.

- **DBHDS Summer Internship Academy**- DBHDS is seeking students who are interested in a work-based learning experience through a paid summer internship. If you know a student, who is currently majoring in healthcare policy and administration, public policy and administration, psychology, social work, human resources, mass communications, information technology (IT), healthcare finance, business analysis, and others, who would like community planning, public policy, or workforce development experience, please complete the inquiry here, along with submitting a one-page resume to Dr. Kesia Gwaltney at: [kesia.gwaltney1@dbhds.virginia.gov](mailto:kesia.gwaltney1@dbhds.virginia.gov). Please note, this internship is an in-person experience located in the Richmond area. Applicants may wish to review the various divisions, areas of operations, and offices on the main menu of [dbhds.virginia.gov](http://dbhds.virginia.gov) to gain a better understanding of what opportunities might be of interest to them.
- Early Childhood Mental Health Conference - Save the date for the upcoming Infant and Early Childhood Mental Health Conference focused on Compassionate Leadership: Leading from Where You Are. This virtual event will take place on May 14-16 from 9:00 a.m. to 4:00 p.m. Learn more and sign up at: <https://lnkd.in/eZUdkC6p>.
- 2024 OHR Community Provider training schedule is now available on the Office of Human Right's website.
- Next SHRC meeting is April 11, 2024: in Abingdon, Virginia

### **Upcoming 2023 SHRC Meetings**

May 16, 2024 – Prince William County, Virginia

June 27, 2024 – Eastern Shore

**OLD BUSINESS**

N/A

**NEW BUSINESS**

The committee interviewed potential member candidate, Michelle Whittingham. A motion was made by Kiva Gatewood to recommend Ms. Whittingham's appointment. The motion was seconded by Danielle Johnson and approved by all.

**CLOSED (EXECUTIVE) SESSION**

N/A

**RETURN TO OPEN SESSION**

N/A

**NEXT MEETING**

June 27, 2024

**MEETING ADJOURNED**

A motion to adjourn the meeting was made Pamela Jones at 10:49 am. This motion was seconded by Mark Smallcombe and approved by all.

Please note: No confidential information shall be included in the minutes, and all steps should be taken to maintain individuals' privacy.

This template has been updated to the new regulations effective 11/1/18.