

DRAFT

LOCAL HUMAN RIGHTS COMMITTEE MINUTES
EASTERN STATE HOSPITAL
4601 Ironbound Road
Williamsburg, VA 23188-2652

November 17, 2011

MEMBERS PRESENT: Joyce Smith, Chair; Charles Loundermom, Vice-Chair; Jason Mintel Robin Bristow; Jajala Schweiger; Alice Callahan; Brandon Washington and Kathryn Suslik .

MEMBERS ABSENT Tijuana Gholson, Secretary

STAFF PRESENT: Dick Roberts, Hospital Liaison; Hillary Zaneveld, Human Rights Advocates; and Lisa Webster, LHRC Hospital Liaison-Support

1. Call to Order

The Local Human Rights Committee meeting was called to order at 09:31 a.m. with Joyce Smith, Chair, presiding for the purpose of hearing business as presented on the agenda and such other transactions or matters that may be presented to the Committee.

2. Agenda

The November 17, 2011 agenda was reviewed.

Action: Ms. Zaneveld made a recommendation to move the Advocate's Report to #4. A motion was made by Ms. Schweiger and properly seconded by Mr. Loundermom to accept the recommendation made by Ms. Zaneveld.

A motion was made by Ms. Suslik and properly seconded by Mr. Washington approve the November 17 ESH LHRC agenda with noted changes. All were in favor. The motion passed unanimously.

3. Minutes

The October 20, 2011 Minutes of the LHRC meeting were reviewed.

Action: Motion was made by Ms. Suslik and properly seconded by Ms. Sschweiger that the LHRC approve the October 20, 2011 minutes as written. All were in favor. The motion passed unanimously.

4. Advocate Report

Mr. Small and Ms. Zaneveld gave an overview and handouts of how meetings should be handled and explained how to grant affiliations to providers. Important points made were:

- Meeting should start on time;
- Established agenda must be followed;
- Use of cell phones, texting or emailing or any other electronic devices during meetings is not permitted;
- Cell phone should be placed on vibrate;
- Questions/comments limited to providers to policy and procedures;
- Use Roberts Rules of Order

- Questions/comments should always be directed to committee chairperson;
- Destructive behavior will not be permitted;
- Approval of affiliation of new Provider.

5. Proposed Affiliate

- Positive Intervention

A motion was made to grant Positive Intervention Services affiliation to the ESH LHRC by Ms. Schweiger and properly seconded by Ms. Suslik. All were in favor. The motion passed unanimously.

After a review and discussion a motion was made by Ms. Schweiger and properly seconded by Ms. Callahan to accept Positive Interventions Services Behavioral Plan and Program Rules of Conduct . All were in favor. The motion passed unanimously.

5. **Hospital's Review of Telephone Use While in the Facility**

Mr. Roberts gave an overview on the increase of the number of hours residents have access to the phone . He also discussed the mechanisms that are being put in place to stop 911 calls, calls to the White House, military bases etc. A motion was made by Ms. Callahan and properly seconded by Mr. Washington to approve the revision of Telephone Use for Residents in the facility.

6. **December Meeting/ Holiday Party**

The holiday party for geriatric residents will be held on December 15, 2011 at 1:30 p.m. in the Cavey Center. Names of residents were drawn by members present.

7. **Advocate Report**

Ms. Zaneveld reported that the OHR has hired a Human Rights Advocate, Ms. Rhodes. She will start November 29, 2011. Today will be Mr. Smalls last day.

8. **Public Comments**

NA

9. **Announcement(s):**

A fact-finding hearing for KD will begin at 10:45 a.m. today, November 17, 2011.

10. **Adjournment**

Having no further business, a motion was made by Ms. Callahan and properly seconded by Mr. Mintel that the meeting be adjourned. The motion passed unanimously. The meeting adjourned at 10:30 a.m. **The next scheduled meeting will be held Thursday, January 19, 2012, Building #1 - Conference Room 109 at 9:30 am.**

J. L. Smith, Chair

12/13/11

/LW

cc: LHRC Members
Hospital Director
Human Rights Advocates

Patient Relations Liaison/Patient Safety Coordinator