

Charlottesville Area LHRC
502 Old Lynchburg Rd, Charlottesville, Virginia
October 19, 2017 at 1:00pm
Approved Minutes

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

LIST MEMBERS ABSENT: Mittie Harvey; Rita Shelton

CALL TO ORDER

John Shepherd called meeting to order at 1:01pm. Welcome committee members.

MINUTES

April 20, 2017 minutes were motioned to be approved by John Shepherd, seconded by Bruce Ellsworth and unanimously approved by committee members in attendance.

July 20, 2017 minutes were motioned to be approved by John Shepherd, seconded by Amy Hereford and unanimously approved by committee members in attendance.

PUBLIC COMMENTS: None

ADVOCATE ANNOUNCEMENTS

- The Office of Human Rights continues to offer regional CHRIS trainings. Next CHRIS training is scheduled on November 13 in Prince William County. 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)

AGENDA ITEMS/NEW BUSINESS:

- **Lutheran Family Services of Virginia** – New Sponsored Residential Location
46 Elizabeth Lane, Louisa, VA
- **Health Connect America** – New Intensive In-Home Services and Therapeutic Day Treatment Location
2340 Commonwealth Drive, Charlottesville, VA
- **Intercept Youth** – New Policy Review
Two new policies were presented to the LHRC for review. The policies were specific to close watch supervision and critical incident notifications. They were reviewed and accepted with the following recommendations:
Close Watch Policy:
 - Consider adding a criteria for determination of “agitated” or “aggressive” behaviors.

- Consider having a second staff or program manager make the final determination of placing a resident on “close watch” status to avoid conflict between resident and a particular staff
- Consider specifying a timeline for direct care staff to consult with the clinician when a resident has expressed desires to self-harm, suicidal ideations, or is making threats towards others.
- Consider placing all new residents with a history of elopement on close watch status for a specified period

Critical Incident Notification Policy:

- Consider length of time before police are contacted in the event of a critical incident
 - Consider including a search or notification protocol for direct care staff to follow when a resident has been missing for a specified period of time
- **2018 Meeting Schedule:** January 18, 2018; April 19, 2018; July 19, 2018; October 18, 2018.

NEXT MEETING – January 18, 2018 at 1:00pm at 502 Old Lynchburg Rd, Charlottesville, VA.

MEETING ADJOURNED – Motion made to adjourn by John Shepherd seconded by Bruce Ellsworth.

Meeting adjourned at 2:06pm.

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