

**Northern Virginia Regional
Local Human Rights Committee**

Fairfax- Falls Church CSB
Merrifield Center
8221 Willow Oaks Corporate Drive
Fairfax, VA 22031

Agenda □

Draft Minutes ✓

Minutes □

Meeting Date/ Time:

Thursday May 15, 2019 at 2pm

Meetings are schedule every quarter on the third Thursday of the month or as needed.

LHRC Members:

✓ *indicates members present*

	<u>5/16 meeting</u>	<u>5/21/19 continuation</u>
Michael Hill (Chair)	✓	✓
Amanda Mehlenbacher (Vice)	✓	✓
Farzana Kennedy	✓	Excused
Rebecca Johnson	Absent	resigned
Mary Jane Billinger	Absent	✓
Renee Valdez	✓	✓
Jacqueline Benson	Excused	Excused
	4/7	4/7

Quorum Present:

DBHDS OHR Advocate:

Lana Hurt, Senior Advocate
Ann Pascoe, Regional Advocate
Jen Anglin, Facility and Community Advocate (5/21/19)

Others in attendance/ invited to attend:

Name	Provider/ Agency Name	Title
Julie Dwyer-Allen	SHRC member	SHRC committee member
Asia Phillips	PAMCO	Director
Osman Kmuara	PAMCO	Staff
Celia Kellerman	CRI	BCBA
Shannon Bennett	Loudoun CSB	QA
Emilia Formoso	APTS	BCBA
Jennifer Cannizzaro	APTS	BCBA
Tabitha Cross	Avail Outreach	BCBA
Jerry Matters	CRI	BCBA
Mary Von Witzlubin	Service Source	BCBA
Erin Jacques	Service Source	Manager
Sara Zeinert	Service Source	Day Program
Joanna Barnes	Service Source	Director
April Hill	St. Coletta	Day Program staff
Michael Yates	Good Neighbor	Program Manager
Athena Coleman	Good Neighbor	BCBA
Jaryka Savage	SD Carter	Behavioral
Christa Long	CRI	BCBA
Emoff Amofu	CRI	BCBA

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- I** **2:00pm** **Call to Order: 2:10p**
- II** **2:00pm** **Welcome and Introductions:** All members provided introductions. Ms. Dweyer-Allen from the SHRC was present and introduced self to LHRC. Members may contact Ms. Dweyer-Allen with questions/ comments/ concerns. Ms. Dweyer-Allen remained until closed session.
- III** **Finalize Agenda:** addition to agenda- meeting date/ time change
Motion by: Ms. Mehlenbacher
Second by: Ms. Valdez. All approved
- IV** **Meeting location time/ day change:** Per LHRC discussion, the meeting time will be changed to 9am on Tuesdays and will remain the third week of the month. Therefore next meeting would be August 20, November 19
Motion by: Ms. Valdez
Second by: Ms. Mehlenbacher. All approved
- V** **Review Minutes:** Review minutes from 11/14/18, subcommittee minutes from 2/21/19
Motion by: Ms. Mehlenbacher
Second by: Ms. Kennedy. All approved
- VI** **Public Comment:** No one present for public comment
- VII** **LHRC Business:**
Bylaws Review (see revised bylaws from SHRC March). Discussion re: previously developed bylaws. Approved Feb 2017. Will review minutes. LHRC consolidated Dec 2016. Verify if NVR LHRC bylaws were submitted to SHRC. LHRC will share with SHRC rep previously developed bylaws

Training: training module for (1) Dignity (50), (2) Participation in Decision Making (70) and (3) Hearing Process (175, 180) were presented to the LHRC. Concerns expressed by LHRC where provider response included redacted information. Advocate will address.

Extensions: (1) Approve 10 day extension for J.B. request for LHRC appeal that was due 1/15/19 (to 1/30/19)
Motion by: Ms. Valdez
Second by: Ms. Kennedy. All approved.
(2) Approve extension if needed for J.B. LHRC hearing requested on 1/30/19 due by 2/28/19 extended to 3/25/19
Motion by: Ms. Mehlenbacher

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Second by: Ms. Valdez

Membership: Review members who have missed 33% or greater of meetings, recommendation to be formally removed from the roster. Members agreed to removal of Ms. Johnson due to having met the above criteria for attendance.

Motion by: Ms. Valdez

Second by: Ms. Mehlenbacher. Approved: 3. Nah: 1 (MH), Approved

Officer Elections: Chair and Vice Chair

Motion by: Ms. Valdez

Second by: Ms. Kennedy

Chair: Amanda Mehlenbacher. All approved

Motion by: Ms. Mehlenbacher

Second by: Ms. Kennedy. All Approved

Vice-Chair: Renee Valdez

**VIII
IX**

OHR Advocate Report: New advocate hired Jen Anglin

New Business:

General report from Subcommittee meeting 2/21/19

Consider ways to address volume of BTP reviews (continued use of subcommittee?)

Provider Requested Business: CLOSED Session:

Motion by: Mr. Hill

Second by: Ms. Valdez

Return to OPEN Session:

Motion by: Ms. Mehlenbacher

Second by: Ms. Valdez. All approved

Meeting SUSPENDED at 4:35p due to members needing to leave due to prior commitment.

Motion by: Ms. Mehlenbacher

Second by: Ms. Valdez. All approved

Meeting RESUMED at 9:10a 5/21/19

CLOSED Session:

Motion by: Ms. Mehlenbacher

Second by: Ms. Valdez. All Approved

Return to OPEN Session:

Motion by: Ms. Mehlenbacher

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Second by: Ms. Valdez. All Approved

X

Old Business/ Committee Reports:

Meeting schedule change: LHRC discussed the need to adjust the meeting schedule to more appropriately meet the needs of the region regarding BTP reviews. LHRC agreed to change meeting schedule to every other month beginning in July. Meetings will occur on the THIRD Tuesday of the month. The meeting time will change to 10a-12p
Therefore, the meeting schedule will be July 16th; September 17th and November 19th. Mr. Hill will work with FFX CSB to schedule meeting space at Merrifield Center.

Motion by: Ms. Valdez

Second by: Ms. Billinger

New Clips and Listserv creation for LHRC members: All members stated they would be interested in a Listserv and the forwarding of new clips until such time as the Listserv is created.

XI

Next Meeting: Tuesday July 16th 10a-12p
8221 Willow Oaks Corporate Drive, Fairfax, VA

XII

Adjournment: 11:20a 5/21/19

Motion by: Ms. Mehlenbacker

Second by: Ms. Valdez

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