

**Southside Virginia Training Center-Local Human Rights Committee  
Minutes  
November 14, 2012 – 1:00 P.M.  
Building 1, Conference Room B**

**Attendance:** Louis Cei, Jean Grim, Bobby Tuck, James Pulliam, Ramakrishnan Shenoy, Carol Gittman, James Hume, Eddie Martin

**Absent:** Shelly Cooke

**Others:** Carrie Flowers, Advocate, Margaret Miller, SVTC Facility Liaison, William Hawkins, Facility Director, SVTC/HDMC, Christina Vernon, Risk Manager, Nannie Russell, Director of Community/Social Services, Zachary Devore, VOPA Representative, Beverly Garnes, Regional Advocate, VI

TOPIC/AGENDA	DISCUSSION/MOTIONS	RECOMMENDATION/ACTION	FOLLOW-UP
<b>Call to Order:</b>	The meeting of the Local Human Rights Committee was called to order by Dr. Louis Cei, Chairperson at 1:00 p.m. Dr. Cei thanked everyone for coming.		
<b>Minutes:</b>	A motion was made and properly seconded to approve the October 12, 2012 minutes. <b>The motion passed.</b>		
<b>Public Comments:</b>	Chairperson, Louis Cei announced the public comment period and invited individuals to come forward to address the committee. There being none, <b><i>“A motion was made and passed that the Local Human Rights Committee go into Closed Session pursuant to the Virginia Code 2.2-3711 -A.15 for the protection of the privacy of individuals and their records in personal matters not related to public business”.</i></b>		
<b>Facility Reports:</b>	The Facility Director reported one allegation of abuse resulting in multiple allegations, one unknown injury, and four peer to peer for SVTC. Two serious injuries were reported and discussed by Chris Vernon, Quality Risk Management.		
<b>Complaints (Formal/Informal)</b>	There were no complaints for this reporting period.		
<b>Roll Call:</b>	<u>Return to Open Session</u> <b>Upon reconvening into open session, the Local Human Rights Committee certified that only public business matters lawfully exempted from statutory open meeting requirements and only public business matters identified in the motion to convene the Closed Session were discussed in Closed Session.</b>	Bobby Tuck - so certified Eddie Martin – so certified James Pulliam – so certified Carol Gittman – so certified James Hume – so certified Ramakrishnan Shenoy – so certified Jean Grim – so certified Louis Cei – so certified	

TOPIC/AGENDA	DISCUSSION/MOTIONS	RECOMMENDATION/ACTION	FOLLOW UP
<i>Summary:</i>	<p>The following reports were heard and action taken.</p> <p><b><u>Abuse/Neglect Allegations, Unknown Injuries, Serious Incidents, Deaths and Peer on Peers for SVTC and HDMC</u></b></p> <p>A motion was made and properly second to accept the reports presented by the Facility Director and Quality Risk Management. <i>Motion was carried.</i></p>	<i>Report accepted</i>	
<i>Policy Review:</i>	<p>Nannie Russell presented the revised Standard Operation Procedures (SOP), Resident Affairs – Personal; No. 20 – Designation of Authorized Representative.</p> <p><i>A motion was made and properly second to accept policy Resident Affairs Personal, 20 with recommended edits. Motion was carried.</i></p>		Policy will be brought back to the committee at the December 2012 meeting for review.
<i>Old Business:</i>	Received a copy of the SVTC Discharged Clients for the fiscal year 2012-2013.		
<i>New Business:</i>	SVTC Neuro-Psychiatric Clinic/Conference Schedule		
<i>Facility Update:</i>	<p>The Facility reported:</p> <ul style="list-style-type: none"> <li>➤ Unit II and New Horizons Day Support areas have closed and individuals and staff have been reassigned to other areas.</li> <li>➤ Central Office is preparing a documentary of the Training Center’s closing.</li> <li>➤ Centers for Medicare and Medicaid Services (CMS) annual survey was conducted by the Department of Health.</li> <li>➤ Turnover at SVTC has resulted in the hiring of two Direct Service Associates (DSA) classes and other positions to meet coverage and discharge needs.</li> <li>➤ CMS arrived at Hiram Davis Medical Center (HDMC) on 11/14/12.</li> <li>➤ New Medical Director was hired and will come on board 2/28/12.</li> <li>➤ Dr. Nguyen will retire effective 12/24/12.</li> </ul>		

TOPIC/AGENDA	DISCUSSION/MOTIONS	RECOMMENDATION/ACTION	FOLLOW-UP
<i>Advocate's Update:</i>	<p>The advocate provided the following update:</p> <ul style="list-style-type: none"> <li>➤ Effective November 9, 2012, LaDonna Walters accepted the position of Community Integration Advocate. Carrie Flowers will continue to provide advocacy duties for SVTC.</li> <li>➤ The Office of Human Rights has started the process for hiring a advocate for Southside Virginia Training Center.</li> </ul>		
<i>Adjournment:</i>	<p>Having no further business to discuss, a motion was made and passed to adjourn. The next LHRC meeting will be held on Wednesday, December 12, 2012 in Building 1, Conference Room B.</p>		

*Signature:* SVTC-LHRC Chairperson: \_\_\_\_\_

*Date:* \_\_\_\_\_

SVTC-LHRC Secretary: \_\_\_\_\_

*Date:* \_\_\_\_\_