

METROPOLITAN LOCAL HUMAN RIGHTS COMMITTEE

Minutes – APPROVED

March 27, 2025

9:30 AM

MEMBERS PRESENT

Sharae Henderson – Chairperson
Mark Smallacombe – Vice Chairperson
Nikivias Goode – Member
Kiva Gatewood – Member

Members Absent

Pamela Jones – Secretary
Name of Member – Member

OTHERS PRESENT

Amaya Henderson – Human Rights Advocate, DBHDS Region #4

CALL TO ORDER

Sharae Henderson, called the meeting to order at 9:35 am.

ROLL CALL/ATTENDANCE

Introductions were made by all present. Chair welcomes attendees.

APPROVAL OF AGENDA

The agenda was reviewed. A motion was made to approve the agenda Nikivias Goode, seconded by Kiva Gatewood, and approved by all.

APPROVAL OF MINUTES

The minutes from the October 24, 2024, and December 19, 2024 meeting was reviewed. A motion to approve the minutes was made by Kiva Gatewood, seconded by Mark Smallacombe, and approved by all.

PUBLIC COMMENTS

N/A

CHAIR ANNOUNCEMENTS

N/A

ADVOCATE REPORT AND TRAINING

Amaya Henderson gave the Advocate report which included:

For the quarter ending 12/31/2024 in Region 4:

- **30** Complaints involving allegations of ANE (CSB)
 - **405** Complaints involving allegations of ANE (Providers)
 - **9** Complaints not involving ANE (CSB)
 - **73** Complaints not involving ANE (Providers)
- 517 Total Complaints Received**

Of Q4's 517 total complaints in region 4, 128 allegations involving ANE were substantiated, 7 violations were found regarding complaint not involving ANE. (543 complaints received in Q3).

Summary of current Variances for R4

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

LHRC Recruitment

Please contact Regional Human Rights Advocate, Andrea Milhouse via email at andrea.milhouse@dbhds.virginia.gov if you know of anyone interested in becoming a member of Region 4's LHRCs or the SHRC.

Updates:

- The Office of Human Right continues to be dedicated in providing education to assist provider applicants, or newly licensed or funded providers, or existing providers who'd like a refresher in navigating and understanding the Office of Human Rights processes and expectations. Each virtual session repeats monthly, and is scheduled the fourth Wednesday of each month, from 10a – 12p [2025-New-Provider-Orientation-Calendar.pdf](#)
- Listed on the **2025 Community Provider Trainings Calendar** you will find Provider education opportunities facilitated by the Office of Human Rights. New in 2025, the Office of Human Rights is pleased to announce that we will be offering *Overview for Professionals Training* and *Dignity of Risk*. Please see the calendar for details! [PDF-2025-Community-Provider-Training-Calendar.Final .pdf](#)
- Call or text 988 or find help online at 988va.org for themselves or a friend or family member who may need crisis support.
- Next SHRC meeting is April 10, 2025 -Region 4

LHRC Training Offerings: Opportunities for training should occur during the Advocate Comment period of each LHRC meeting. If you have questions related to LHRC training, please contact your LHRC Advisor, Amaya Henderson:

- New Member Orientation/Refresher: LHRC Composition and Responsibilities (includes Robert's Rules of Order) – Conducted via Teams w/OHR Training and Development Coordinator
- Complaints and Appeal Hearing Process (Mandatory - **at least annually**)

- Overview of Human Rights Regulation (Mandatory - **at least annually**)
- FOIA (Mandatory - **at least annually**)
- LHRC Review Forms (Mandatory - **at least annually**)
- Behavioral Support Plan Review
- Dignity
- Research
- Authorized Representatives/Next Friend
- Variances
- Restrictions on Freedoms of Everyday Life

Upcoming 2024 SHRC Meetings

April 10, 2025: - Region 4
 May 22, 2025: - Region 1 -Lexington
 June 26, 2025: -Region 3- Marion
 August 14, 2025: -Region 5 – Virginia Beach
 September 25, 2025: -Region 2
 October 23, 2025: -Region 1- Winchester
 December 11, 2025: Region 5- Williamsburg

Amaya Henderson provided copies of LHRC Bylaws to the committee and conducted LHRC Review training.

OLD BUSINESS:

- Provider Requests
 - Provider Review Request: Southwestern Virginia Mental Health Institute – Next friend (reviewed by subcommittee December 19, 2024). A motion to approve the request was made by Nikivias Goode, seconded by Mark Smallacombe and approved by all.
 - Provider Review Request: A Different World Services – Restriction to Dignity/Freedoms of Everyday Life (reviewed by subcommittee December 19, 2024). A motion to approve the request was made by Mark Smallacombe, seconded by Nikivias Goode and approved by all.

NEW BUSINESS

The following providers presented their requests for restrictions:

- DePaul Community Resources - Restrictions to Dignity/Freedoms of Everyday Life - A motion to approve the request was made by Nikivias Goode, seconded by Kiva Gatewood, and approved by all.
- Cornerstone Support Services, Inc. - Restrictions to Dignity/Freedoms of Everyday Life - The provider withdrew the LHRC review request.

CLOSED SESSION

Kiva Gatewood made a motion to go into closed session to review the requests. The motion was seconded by Mark Smallacombe and approved by all.

RETURN TO OPEN SESSION

Kiva Gatewood made a motion to leave closed session. The motion was seconded by Mark Smallacombe and approved by all.

The approvals were submitted to Amaya Henderson for submission to the providers.

MEETING ADJOURNED

A motion to adjourn the meeting was made by Nikivias Goode at 11:04 am. This motion was seconded by Kiva Gatewood and approved by all.