

METROPOLICAL LOCAL HUMAN RIGHTS COMMITTEE  
MINUTES – APPROVED  
September 25, 2025  
9:30 a.m.

**MEMBERS PRESENT:**

Sharae Henderson, Chair  
Pamela Jones, Secretary  
Kiva Gatewood, Member

Nikki Goode, Member

**MEMBERS ABSENT:**

Mark Smallacombe, Vice Chair

**OTHERS PRESENT**

Amaya Henderson, Advocate/Technical Advisor  
Tomeka Gilbert, Advocate

**CALL TO ORDER**

Sharae Henderson, called the meeting to order at 9:54 am.  
Introductions were made by all present

**APPROVAL OF AGENDA**

Nikkia Goode made a motion to approve the agenda. The motion was seconded by Kiva Gatewood and approved by all.

**APPROVAL OF MINUTES**

Minutes from the June 26, 2025 meeting were reviewed. Kiva Gatewood made a motion to approve the minutes with the addition of adding Nikki Good, Member to the Members Absent section. The motion was seconded by Nikkie Good and approved by all.

**PUBLIC COMMENTS**

N/A

**CHAIR ANNOUNCEMENTS**

The Office of Human Rights working on recruitment strategies.

**ADVOCATE REPORT AND TRAINING**

Amaya Henderson presented the advocate's report.

ANE Complaints CSB/Providers	
<b>Q2 (FY2025)</b> <b>April 1 – June 30</b>	<b>Currently for Q3 (FY2025)</b> <b>July 1 – September 18</b>
371 reported	377 reported
Substantiated = 107	Substantiated = 98
Non-ANE Complaints CSB/Providers	
<b>Q2 (FY2025)</b> <b>April 1 – June 30</b>	<b>Currently Q3 (FY2025)</b> <b>July 1 – September 18</b>
99 reported	76 reported
Violation Found = 5	Violation Found = 3

## **Variances**

There are currently no variances for community-based providers in Region 4.

## **Updates**

- **OHR's Website Update:** The Office of Human Rights is located under the tab, *"Individuals and Families"*.
- **Office of Licensing:** Veronica Davis has retired. Christine Morris assumes the role of Associate Director of State Licensing Operations.
- Updates on DBHDS Community Services Division Realignment:  
<https://www.dbhds.virginia.gov/community-services-division-reorganization>.
- As Virginia's efforts to transform an overwhelmed behavioral health system moves, a foundation that offers walk-in therapy is moving into Richmond. The Youth for Tomorrow facility in western Henrico County is the latest step in a continuing quiet buildout of Virginia's Right Help Right Now behavioral health reform. Read more here: [https://richmond.com/news/state-regional/government-politics/article\\_8f06a730-8db7-4244-b673-0a92ef2d17ca.html](https://richmond.com/news/state-regional/government-politics/article_8f06a730-8db7-4244-b673-0a92ef2d17ca.html)
- Revising the Part V Plan for Supports: Walkthrough Video is offered by the Office of Provider Network Supports. This 18-minute video walks through the process of updating the Part V Plans for Supports.  
[https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001K3PmltyT34aqTxgax8KM5b73dm9cEsEI6YQ3W23eqUwtl4qTMrJ0iseRsfeABlwXIFEHZ-29o36J6hHkVgpgJdTTN84s6ow-x4GOuvDJEC6gfjebSEckjxCiYsAcZCMjv-Dx-wPt3Tfn6f0q9Gbc3RW\\_FEjKo2hp75E0KeC80=&c=xrHHFCXz35B8MPupqSpudSnarOeO1\\_Qg1O\\_5GhbsY5xJEhE2Fbl9QQ==&ch=5H-wl1q8xX-cZuc65L6TleYntcbfw3n2Y3EA4AtAynJ2Y-vN66DfFg==](https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001K3PmltyT34aqTxgax8KM5b73dm9cEsEI6YQ3W23eqUwtl4qTMrJ0iseRsfeABlwXIFEHZ-29o36J6hHkVgpgJdTTN84s6ow-x4GOuvDJEC6gfjebSEckjxCiYsAcZCMjv-Dx-wPt3Tfn6f0q9Gbc3RW_FEjKo2hp75E0KeC80=&c=xrHHFCXz35B8MPupqSpudSnarOeO1_Qg1O_5GhbsY5xJEhE2Fbl9QQ==&ch=5H-wl1q8xX-cZuc65L6TleYntcbfw3n2Y3EA4AtAynJ2Y-vN66DfFg==)
- IFSP Funding Program Information can be found here:  
[https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001cbWrKS72SQNC2W\\_HLHDqUHqi7fG2TcVIZEtT5vmHiU2Fww2Z0BmE3s3x1H1rXD8F3316d8WH29zPdNlCMF1skilK4JY6U1bF8WCfUrFUda89qtvldgo0-oeLfgRQaEMdi0SZzKQzKdFkFg4OUIpF7Mho5aEbSqcgrXzsl2CfW34AWo0uLKEnVHFivGEsWpbicUs9Q3Mn9o4vSNizMdVGojnC2yDID1geBHF1HHk3qhIE5X9GJEEqPjAs4HEtIPYjmf-xv6R4IJ1s=&c=Jen2wOSpe5Tv3XKh9z0FYAnC2JJHroN9GDSwvDIIewPocvV8rFGH9Q==&ch=lqVPckcxEsfmQLOD7X-Hp2V48sh\\_VFP9TNRtDGYnok-BsitBKlm8A==](https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001cbWrKS72SQNC2W_HLHDqUHqi7fG2TcVIZEtT5vmHiU2Fww2Z0BmE3s3x1H1rXD8F3316d8WH29zPdNlCMF1skilK4JY6U1bF8WCfUrFUda89qtvldgo0-oeLfgRQaEMdi0SZzKQzKdFkFg4OUIpF7Mho5aEbSqcgrXzsl2CfW34AWo0uLKEnVHFivGEsWpbicUs9Q3Mn9o4vSNizMdVGojnC2yDID1geBHF1HHk3qhIE5X9GJEEqPjAs4HEtIPYjmf-xv6R4IJ1s=&c=Jen2wOSpe5Tv3XKh9z0FYAnC2JJHroN9GDSwvDIIewPocvV8rFGH9Q==&ch=lqVPckcxEsfmQLOD7X-Hp2V48sh_VFP9TNRtDGYnok-BsitBKlm8A==)
- Provider Fair: Norfolk, VA on 10/18/25 10 am – 12 noon. Accepting 15 providers covering a variety of services to include residential and day options. There is no fee; however, accepted providers will need to bring their own supplies, including a table for setup. This event first comes, first served. See link:  
[https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001QMKSamo2B1s655ldNhaSr3JyZL4gR83tNn4ClZxWBUMwjHZqudBK1I6chT7Yp7vmKa2ReVrpTPcmurTmc5z2\\_GBcCMj6IH2KHvlnmjw2jw3cE5usrDwoXoelxFESpmlzDd4pAg\\_8oX5znKmQUCOPniMJ\\_DHmTws8YFAADIfE\\_1JrfPd7J8Yk3f58qN8NEe1nGJNefzIoudmgTtHUNKigC3QSZ1FORj6gxiLK3CaBA0vU\\_x4xOoVrbps-Uj4r6SdRnCbWfJx37oVKOnpSEAppyXL1-l6grLh&c=sgnEo9PnOUNoMT48BM3PSK1jkxaKxloQExUrE9-w3Hkr76lf88EfQ==&ch=hgFstlUE3tNB0oG\\_yxQ3Q\\_GQk6DbFMA5BrC8TQmz4mzT80Eos28KAg==](https://6hrdj6ab.cc.rs6.net/tn.jsp?f=001QMKSamo2B1s655ldNhaSr3JyZL4gR83tNn4ClZxWBUMwjHZqudBK1I6chT7Yp7vmKa2ReVrpTPcmurTmc5z2_GBcCMj6IH2KHvlnmjw2jw3cE5usrDwoXoelxFESpmlzDd4pAg_8oX5znKmQUCOPniMJ_DHmTws8YFAADIfE_1JrfPd7J8Yk3f58qN8NEe1nGJNefzIoudmgTtHUNKigC3QSZ1FORj6gxiLK3CaBA0vU_x4xOoVrbps-Uj4r6SdRnCbWfJx37oVKOnpSEAppyXL1-l6grLh&c=sgnEo9PnOUNoMT48BM3PSK1jkxaKxloQExUrE9-w3Hkr76lf88EfQ==&ch=hgFstlUE3tNB0oG_yxQ3Q_GQk6DbFMA5BrC8TQmz4mzT80Eos28KAg==)  
Providers will be contacted to confirm participation. If you have any questions, contact Benita.Holland@dbhds.virginia.gov or 804-201-3833.

**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:

- 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 Events**

- 2025 training opportunities are available for Community-Based Providers on the OHR training schedule. Check out the 2025 training opportunities, and register today:

[2025-New-Provider-Orientation-Calendar.pdf](#)

[PDF-2025-Community-Provider-Training-Calendar.Final .pdf](#)

### **Upcoming 2025 SHRC Meetings**

Next Meeting: 9/25/2025 – Region 2 (Service Source: Oakton, Virginia)

The full SHRC meeting schedule can be found here: [2025-SHRC-Meeting-Schedule-Web.docx](#)

The SHRC is required to meet at least 8 times a year. Unless special circumstances apply, administrative sessions normally convene at 8:30AM. Regular sessions normally convene at 9:00AM and run until all agenda items are addressed. Portions of meetings are held in closed session. Appeals are normally scheduled for late morning.

Amaya Henderson then began the LHRC training that reviews the OHR Regulations.

### **Amendment to Agenda**

At the direction of the Chair, a motion was requested to amend the agenda to complete the training after hearing New Business as a provider was scheduled to present a request to the committee. Nikki Goode made a motion to amend the agenda to allow for the presentation, the motion was seconded by Kiva Gatewood and approved by all.

### **OLD BUSINESS**

N/A

### **NEW BUSINESS**

Antoinette Harvey with Hope Tree Family Services was in attendance to present a restriction request. To maintain confidentiality of the individual involved, Kiva Gatewood made a motion to go into closed session to hear the presentation. The motion was seconded by Nikki Goode and approved by all.

There were two individuals from the public attending the meeting via remote access. Mr. John Tolson and Ms. Latausha Boone were moved to the “waiting room” while in closed session.

Upon completion of the presentation an inquiry from the committee, Pamela Jones made a motion to return to open session. The motion was seconded by Kiva Gatewood and approved by all.

Amaya Henderson invited the attendees to return to the open meeting.

#### **NEXT MEETING**

October 23, 2025

The following 2026 LHRC meeting dates were reviewed and voted on:

March 26, 2026

June 25, 2026

September 24, 2026

December 10, 2026

(Additional meeting options of April 23, 2026 and October 22, 2026)

A motion to approve the 2026 meeting schedule was made by Nikki Goode, Seconded by Kiva Gatewood and approved by all.

#### **MEETING ADJOURNED**

A motion to adjourn the meeting was made by Nikkie Goode at 11:30 am. This motion was seconded by Kiva Gatewood and approved by all.

Please note: No confidential information shall be included in the minutes, and all steps should be taken to maintain individuals’ privacy.

This template has been updated to the new regulations effective 11/1/18.