

**CENTRAL STATE HOSPITAL
LOCAL HUMAN RIGHTS COMMITTEE MEETING
MINUTES**

**Central State Hospital
26317 W. Washington Street
Petersburg, Virginia 23803
Forensic Unit / Building 39
Visitation Room
May 6, 2011
8:30 am Regular Meeting**

Attendance:

Jane Clayborne, Chair; Violet Hite, Vice-Chair; Hannibal Tuck, Member; Blondena Mallory

Guests:

Jennifer Barker, Director of Patient Relations & Staff Development; James Bell, Forensic Director; Ronald Forbes, M. D., Medical Director; Michael Curseen, Region IV Human Rights Manager/ OHR; Walter Small, Human Rights Advocate Senior/OHR; Teresa Langster, Patient Relations & Staff Development

Absent: Linda Masri, Member; Jillian Taylor, Secretary; William Lightfoot, Member

I. Call to Order - Introductions: 8:37 am

II. Minutes of April 1, 2011 Meeting

Action: The Committee approved the draft minutes for the April 1, 2011 with the following corrections: Pg. 2, letter B under Action – The Committee *approved a motion to accept* the abuse data reports presented by Ms. Barker for *February 2011*; Pg. 3, Letter F under LHRC Membership Applicant and Action – Delete

III. Public Comment: 1) Ms. Jennifer Barker read letter from Ms. J. Wood, S.T.E.P Behavioral Specialist dated May 3, 2011 addressed to patient S. S. in response to a STEP Appeal filed by S. S. on April 25, 2011; 2) Ms. Jane Clayborne, Chair read a letter to Committee members from Ms. Rebecca Currin, Disability Rights Advocate, VOPA addressed to Ms. Vicki Montgomery, CSH Director regarding her formal objection in response to the Director's proposed action plan resulting from the fact-finding hearing of April 1, 2011.

IV. New Business

- A. Monthly Variance Reports for April 2011 – Presented by Jim Bell, Forensic Director

Action: The Committee approved a motion to accept Mr. Bell's report concerning the four forensic variances.

(Executive Session)

The committee approved a Motion to move into Executive session pursuant to VA Code 2.2-3711 (A), Paragraph 15, for the protection of the privacy of individuals and their records in personal matters not related to public business.

The following subject matters were discussed in Executive Session:

Monthly Abuse Summaries – March 2011

Formal Human Rights Complaints – April 2011

Biannual Report of Informal Human Rights Complaints (Nov. 2010 – April 2011)

Spit Guard Usage – April 2011

(Return to Open Session)

Upon reconvening in open session, the Central State Hospital Local Human Rights Committee certified that to the best of each member's knowledge, only public business matters lawfully exempt 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. Monthly Abuse Summary: March 2011 – Presented by Jennifer Barker, Director of Patient Relations and Staff Development

Ms. Barker presented the abuse data covering March 2011

Action: The Committee accepted the abuse data reports presented by Ms. Barker for March 2011.

- C. Formal Human Rights Complaints – April 2011 ~ Presented by Jennifer Barker, Director of Patient Relations and Staff Development

Action: The Committee approved a motion to accept Mrs. Barker's report.

- D. Biannual Report of Informal Human Rights Complaints (Nov. 2010 – April 2011)

Ms. Barker presented data to the LHRC concerning the Informal Human Rights complaints received from November 2010 – April 2011.

Action: The Committee approved a motion to accept Ms. Barker's report.

- E.** Seclusions & Restraint Data Summary; Comparisons of S/R Incidents and Totals for April 2011 & April 2010 ~
Presented by Jennifer Barker, Director of Patient Relations and Staff Development

Ms. Barker presented the seclusion & restraint comparisons for April 2011 and April 2010 and the data was similar. The data presented for April 2011 indicates that 1 patient accounted for 37% of the restraint orders out of a total patient population of 241 patients and for patients averaging 1 -5 restraint orders, 24 of the 33 patient restrained accounted for 23.7% of the restraint usage for April 2011. .

Action: The Committee approved a motion to accept Ms. Barker's report.

- F.** Spit Guard Usage- Presented by Michael Curseen, Region IV Human Rights Manager / OHR

Mr. Curseen reported that there was no reported usage of the spit mask for April 2011.

Action: The Committee approved a motion to accept Mr. Curseen's report.

- G.** LHRC/CSH Cooperative Agreement – Presented by Michael Curseen, **Region IV Human Rights Manager / OHR**

Mr. Curseen reviewed the Cooperative Agreement with Committee members and CSH representative.

Action: At the request of the Hospital Director, this item was deferred to the June 3, 2011 LHRC meeting.

- H.** CSH LHRC Bylaws – Presented by Jane Clayborne, Chair

Ms. Clayborne and Mr. Curseen reviewed the proposed revisions to the bylaws with Committee members. Mr. Curseen explained that the proposed changes to the LHRC bylaws were the result of action taken by the State Human Rights Committee to promote uniformity in the language and order of bylaws utilized by LHRCS.

Action: The Committee approved a motion to recommend the proposed CSH bylaws for approval by the State Human Rights Committee.

- I.** LHRC Membership Applicant: Ms. Isabel Vartanian

VI. Follow-up Business:

1) LHRC Follow-up RE: Security Camera Installation in Civil Units

Ms. Barker distributed a memo from Vicki Montgomery, Hospital Director dated May 3, 2011 in response to the LHRC request made at the March 4, 2011 LHRC meeting for written follow-up concerning the hospital's development of a protocol governing the usage of security cameras in the civil units. According to Ms. Montgomery's memo, **1)** cameras will not be monitored 24 hours a day; instead, video footage will be recorded and stored in a secure location within each of the buildings; **2)** The footage will be accessible only with the Director's approval; **3)** Cameras will not be placed in any patient bedroom or bathroom; **4)** Cameras will be placed at the entrance of the building and the atriums. According to Ms. Barker, the cameras will not have audio recording capability and the effective date for activation is tentatively scheduled for June or July 2011.

Action: The Committee approved a motion to accept the Security Camera Protocol.

VII. Director's Comments:

Ms. Barker shared that the Hospital Director was unable to attend the LHRC meeting due to the birth of her granddaughter.

VIII. Adjournment: 10:25 A. M.

Next Meeting Date: June 3, 2011. The meeting will be held in the Main conference room of building 113 at 8:30 A.M.