

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

**Central State Hospital  
26317 W. Washington Street  
Building 113, Main Conference Room  
Petersburg, Virginia 23803  
October 3, 2008  
8:30 am Regular Meeting**

**Attendance:**

Jane Clayborne, Chair; Violet Hite, Vice-Chair; Linda Masri, Member; Isabel Vartanian, Member; Randi Key, Member; and Jillian McNeil, Member

**Guests:**

Ronald Forbes, M. D., Medical Director; Jennifer Barker, CSH Director of Patient Relations; Jim Bell, CSH Forensic Director; Michael Curseen, Human Rights Advocate/OHR; Carrie Flowers, Human Rights Advocate/ OHR; M. Ansley Perkins, Human Rights Advocate/OHR; Col. James Lowery, CSH Security Director; Rita Martin CSH Social Worker; / Jerry Thomas, OHR, Human Rights Advocate, WSH; and Rose Mitchell, Executive Secretary/OHR.

**Absent:**

William Lightfoot, Member

**I. Call to Order: 8:39 am**

Ms. Clayborne, Chair welcomed their newest member, Ms. Jillian McNeil to the CSH LHRC. Ms. Clayborne also acknowledged Ms. Rita Martin, CSH Social Worker who will assist Ms. Jennifer Barker and Mr. Jerry Thomas, Human Rights Advocate from WSH.

**II. Minutes of August 1, 2008 Meeting**

**Action:** The minutes of the August 1, 2008 meeting were approved.

**III. Public Comment:**

Mr. Curseen reminded Committee members about the Annual LHRC Seminar for all LHRC members in Region IV to be held on October 17, 2008.

**IV. New Business**

**A. Monthly Variance Report for August & September, 08** – Presented by Jim Bell, Forensic Director

Mr. Bell reported that there were no reportable incidents involving the four approved forensic variances during the months of August & September, 2008.

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

**A.2 Request for Renewal of Four Forensic Variances** - Presented by Jim Bell, Forensic Director

Mr. Bell requested the CSH LHRC to recommend the following forensic variances for renewal by the State Human Rights Committee.

1. CSH opens but does not read the mail and packages in the presence of non-forensic patients in secure forensic programs.
2. CSH does not permit non-forensic patients in secure programs to retain any form of money on their person in the secure perimeter.
3. CSH conducts routine security "pat downs" and searches of non-forensic patients in secure programs.
4. CSH Policy RTS-12 identifies specific circumstances and establishes detailed procedures for searching patients in civil and forensic programs to identify and prevent the presence and possession of contraband.

**Action:** The Committee approved a motion to recommend renewal of the four forensic variances to the SHRC for approval.

**(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 – July & August 2008**  
**Formal Human Rights Complaints – August & September 2008**  
**Comparison: Seclusion & Restraint Data for Aug. & Sept. 08 with Aug. & Sept. 07 data**  
**Update: Aggression Management Plans**  
**Spit Guard Usage – August & September 08**

**(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: July & August 2008** – Presented by Jennifer Barker

**Action:** The LHRC approved a motion to accept Mrs. Barker's reports.

**C. Formal Human Rights Complaints – August & September 2008 –  
Presented by Jennifer Barker**

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

**D. Seclusion & Restraint Data Summary: Comparison of S/R Incident and Totals for Aug. & Sept. 08 with Aug. & Sept. 07: Presented by Ms. Barker**

Ms. Barker reported that the average # of reportable seclusion & restraint incidents for August & Sept. 07 were 50. Only August 08 data was available for comparison with the data for 2007 and that number averaged 25 seclusion and restraints. Ms. Barker stated that the figures indicate a downward trend in the number of seclusion and restraints for 2008.

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

**E. Update Review of Aggression Management Plans - Presented by  
Jennifer Barker**

Ms. Barker reported that there are now 7 active Aggression Management Plans.

**Action:** The Committee approved a motion to accept Mrs. Barker's report, and requested that it is provided a report every 6 months (beginning February 09 meeting) unless a new AMP has been put into use. If a new AMP is developed prior to February 2009, or within six months following the most recent bi-annual report, the new AMP will be presented at the upcoming LHRC Meeting.

**F. Spit Mask Usage – August & September 2008 – Presented by Michael  
Curseen**

Mr. Curseen reviewed data for two reported uses of the spit mask for August and September and indicated that the masks appear to have been used appropriately.

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

**G. Ward Rules Revisions in Building 39 & 96: Presented by Ms. Barker**

Ms. Barker explained to Committee Members that the changes in the ward rules address telephone usage. Phone usage for the patients will be extended to the same times as the television and walkman usage. Inside the nurses' station, a switch was installed that allows staff to turn off the phones at bedtime, during meals and activity times.

Committee members questioned the phones being turned off and whether family members would be able to contact the patients for emergencies and for family members not being able to call during the phone hour usage times.

Ms. Barker and Ms. Martin told the committee members that family members are instructed to call the #7000 number for emergencies and that special concerns are handled by the treatment teams. Ms. Barker produced a letter that is sent to family members upon a patient's admission stating how contact may be made with patients during off hours when the pay phone is unavailable.

**Action:** The Committee approved a motion to accept the revised Ward Rules.

**V. Follow-up Business:**

**1. LHRC Follow-up RE: Confiscated Forensic Contraband Items: Presented by Col. James Lowery**

Col. Lowery distributed pictures and actual items of contraband which have been confiscated in the forensic buildings. Items of contraband have been found in packages mailed to the forensic unit as well as those brought in by visitors. Patients have also constructed weapons to hurt other patients, staff and themselves. Col. Lowery also stated that courtyards are constantly being scanned for debris such as rocks and masonry which can be used as weapons.

**Action:** The Committee accepted Col. Lowery's presentation and thanked him for coming.

**VI. Director's Comments:**

None

**Adjournment: 10:53 A.M.**

**Upon adjournment the Committee members toured both forensic buildings and the civil side treatment mall.**

**Next Meeting Date: November 7, 2008**