

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

**Central State Hospital  
26317 W. Washington Street  
Building 113, Main Conference Room  
Petersburg, Virginia 23803  
November 7, 2008  
8:30 am Regular Meeting**

**Attendance:**

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

**Guests:**

Charles Davis, M.D., CSH Facility 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; Reta Martin CSH Social Worker; and Rose Mitchell, Executive Secretary/OHR.

**Absent:**

Randi Key, Member

**I. Call to Order: 8:35 am**

Ms. Clayborne, Chair welcomed their newest member, William Lightfoot, to the CSH LHRC.

**II. Minutes of October 3, 2008 Meeting**

**Action:** The minutes of the October 3, 2008 meeting were approved.

**III. Public Comment:**

Ms. Clayborne, chair, thanked the Region IV Human Rights Advocates for the LHRC Training Seminar that she attended on October 17, 2008.

**IV. New Business**

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

Mr. Bell reported that there were no reportable incidents involving the four approved forensic variances during the month of October 2008.

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

**(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 – September 2008**

**Formal Human Rights Complaints – October 2008**

**Bi-annual Summary of Informal Complaints – May thru Oct. 08**

**E.C.T. Review RE: K.Z.**

**Seclusion & Restraint Date Comparison – October 07 & October 08**

**Spit Guard Usage – October 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: September 2008 – Presented by Jennifer Barker**

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

**C. Formal Human Rights Complaints – October 2008 – Presented by Jennifer Barker**

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

**D. Biannual Summary of Informal Human Rights Complaints for May 08 thru October 08: Presented by Jennifer Barker**

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

**Note:** Mrs. Barker invited the Committee to meet the staff of the Patient Relations Department to learn more about their roles and functions. The Committee agreed to meet with the staff of the Patient Relations Department at the December 12, 2008 LHRC Meeting.

**E. E.C.T. Review RE: K.Z. Presented by Charles Davis, M.D.**  
Dr. Davis gave the Committee a brief description of E.C.T. and shared that K. Z. has been on a 1:1 status to protect her from injury and suicide for

several months and is still considered to be a danger to herself. The E.C.T. was approved by K.Z. and her authorized representative and all required consents were documented. Dr. Davis shared that very little electrical current enters the brain and that the total number of E.C.T. treatments is determined by the doctor and the treatment team.

**Action:** The Committee accepted Dr. Davis' report.

F. Seclusion & Restraint Data Summary: Comparison of S/R Incident and totals for Oct. 08 with Oct 07: Presented by Ms. Barker

Ms. Barker presented the Committee with graphs showing a vast decline in seclusions and restraints from October 07 to October 08. Dr. Davis told the Committee that bed restraints are becoming almost non-existence. Dr. Davis further stated that restraint chairs are being used instead of bed restraints.

**Action:** The Committee accepted Ms. Barker's report.

G. Spit Mask Usage – October 2008 – Presented by Michael Curseen

Mr. Curseen reported that there was no reported usage of the spit mask for October 2008.

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

H. Review/Update of LHRC Interview Questions for CSH LHRC Membership Candidates: Presented by Jane Clayborne, Chair

Ms. Clayborne suggested that the Committee to review the current interview questions asked during the interview of potential LHRC applicants to determine whether to keep the current questions or revise them.

**Action:** The Committee agreed to review the current interview questions and discuss the need for possible revisions at the December 12, 2008 LHRC meeting.

I. Region IV LHRC Training Seminar RE: Review of Human Rights Questions and Answers Presented at Training Seminar: Presented by Michael Curseen

The Committee reviewed the questions that were asked at the LHRC Training Seminar during the "Human Rights - Family Feud Game".

The Committee also talked about recruitment of LHRC applicants,

especially consumers. The Committee asked Mr. Curseen to check with Dr. Davis to determine whether a patient at CSH would be eligible to serve on the CSH LHRC. Mr. Curseen agreed to provide the SHRC guidelines for the composition of a LHRC Committee.

## V. Follow-up Business:

1. LHRC Follow-up RE: Request for an Update Regarding the Implementation of the Hospital's Satisfaction Survey: Presented by Mrs. Barker

Mrs. Barker presented graphs of data showing how patients rate the cleanliness of their living areas. Mrs. Barker shared that some patients have expressed an interest in cleaning their living areas, however, due to safety and security concerns, this is not an option.

**Action:** The Committee accepted Mrs. Barker's report and requested that a follow-up report addressing the patient satisfaction survey on housekeeping be presented to the Committee in one year at the Nov. 6, 2009 LHRC meeting.

## VI. Director's Comments:

Dr. Davis stated the budget is a main concern at the present time and shared that a 10% or 15% budget cut would be disastrous. Dr. Davis also shared that additional and substantial budget cuts will be implemented in fiscal year 2010. Dr. Davis shared that any layoffs would come from administration and that employee cuts will not affect direct patient care.

**Adjournment: 10:49 A.M.**

**Next Meeting Date: December 12, 2008**