



Human Rights Committee Meeting Minutes
 Hickory, North Carolina
 October 17, 2017 @ 6:00 p.m.

MEETING CALLED BY	Pam Poteat	
PURPOSE OF MEETING	Human Rights Committee	
FACILITATOR	Pam Poteat	
RECORDER	Keshia Sandidge	
ROLL CALL & ATTENDANCE	A=Absent; P=Present (There are no Non-Voting members on this committee)	
Absent or Present		
	Kim Maguire	Absent
	Keshia Sandidge	Present
	Terri Franco	Present
	Ron Schaeffer	Absent
	Pam Poteat	Present
	Donald Haynes	Present
	Jennifer Warren	Absent
	Kerry Washburn	Absent
	Melinda Finger	Absent
	Mark Fuhrmann	Present
	Chip Ferguson	Present
	Jane Hinson	Present

1. Introductions – Acknowledgement of a Quorum

Discussion	Pam Poteat called the meeting to order at 6:00 p.m. and asked for roll call. A quorum was present.		
Action Items		Person(s) Responsible	Deadline
None.		N/A	N/A

2. Approval of Previous Meeting Minutes –

Discussion	The Human Rights Committee meeting minutes from 8/15/2017 were submitted for approval.		
Conclusions	Pam Poteat asked for a motion to approve the minutes.		
Action Items		Person(s) Responsible	Deadline
Jane Hinson entered a motion to approve the minutes. Chip Ferguson seconded the motion. The motion carried unanimously.		N/A	N/A

3. Public Comments – No Public Comments

Discussion	n/a		
Conclusions			
Action Items: None		Person(s) Responsible	Deadline
		N/A	N/A

4. Provider Trainings

Discussion	Any training for which members agree are beneficial to his/her learning will be coordinated accordingly by Partners' Consumer Relations Department.		
Conclusions	The committee will continue to receive training opportunities by way of email from Partners HRC Liaison-Keshia Sandidge.		
Action Items:		Person(s) Responsible	Deadline
Kim Maguire/Keshia Sandidge will continue to forward training opportunities to all committee members.		Kim Maguire/Keshia Sandidge	ongoing

5. Motion to Move to Closed Session

Discussion	Mark Fuhrman entered a motion to move to Closed Session at pursuant to N.C. General Statutes, Section 143-318.11: (a)(1) to review Quarterly Reports. The Move was seconded by Donald Haynes. The motion carried unanimously.		
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Conclusions	N/A	
Action Items:	Person(s) Responsible	Deadline
There were no action items	N/A	N/A

6. Closed Session-Fiscal Year Comparisons/Provider HRC Collection Report

Discussion	The committee reviewed 1 st Quarter IRIS trending, IRIS Death, PRTF Restraint, Grievance, and Back Up Staffing Reports. Rodney Harris, Partners Consumer Rights Officer presented IRIS and the Partners' Database to the committee. The committee discussed updates on provider HRC meeting minutes submission to Partners Consumer Relations Department. The group decided to offer Incident Response Improvement System/ Human Rights Committee (IRIS/HRC) trainings to providers. The committee discussed concerns with providers who have not followed through with contractual obligations by way of not submitting HRC minutes to the Consumer Relations Department/Consumer Rights Officer. The concern of the committee is the risk/liability to Partners for non-submission. The committee discussed alternative actions to be taken by Partners' relating to the providers who have not met required IRIS/HRC submissions.	
Conclusions	The committee received orientation to IRIS and the Database and participated in a Q&A session about its use going forward. The committee will continue to review grievances quarterly no issues to report or follow-up requested. The committee's concerns relating to the 3 rd and 4 th quarter Back Up staffing reports were clarified via an email from Teressa Gossett. The committee has requested to review reports from the Database as submitted in today's meeting. The committee has requested the proposed report card be submitted to ELT for approval and implementation. The committee requested that Partners Provider Network Department place those providers on Plans of Correction for not submitting HRC minutes.	
Action Items:	Person(s) Responsible	Deadline
Keshia Sandidge will review next steps with Kim Maguire and develop a plan to meet the request of Partners HRC.	Keshia Sandidge	12/1/2018

7. Motion to Move Back to Open Session

Discussion	Mark Fuhrman made motion to move back to Open Session. Move was seconded by Donald Haynes.	
Conclusions	The motion carried unanimously.	
Action Items:	Person(s) Responsible	Deadline
None	N/A	N/A

8. Announcements/Other Business

Discussion	Reviewed current HRC Committee vacancies and ways to increase recruitment. The committee discussed the rules surrounding the number of members required and the overall functions of the HRC. Pam Poteat will follow-up with committee members who have not been in attendance to determine continued interest in serving on Partners HRC.	
Conclusions	The next meeting will be held on Tuesday, December 12, 2017 @ 6:00 p.m.	
Action Items:	Person(s) Responsible	Deadline
Keshia Sandidge will email members a copy of the policies and procedures surrounding HRC.	Keshia Sandidge	2/15/2017

9. Adjournment

Discussion	With no further business to discuss, Chip Ferguson made a motion to adjourn. Donald Haynes seconded the motion and the motion carried unanimously. Meeting adjourned at 8:00 p.m.	
Conclusions	n/a	
Action Items:	Person(s) Responsible	Deadline
None	N/A	N/A

Minutes submitted by: Keshia Sandidge

Next meeting: December 12, 2017 at 6:00 P.M.