



Human Rights Committee Meeting Minutes
 Hickory, North Carolina
 March 21, 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	Present
	Kerry Washburn	Present
	Melinda Finger	Absent
	Mark Fuhrmann	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 1/17/2017 were submitted for approval.		
Conclusions	Pam Poteat asked for a motion to approve the minutes.		
Action Items		Person(s) Responsible	Deadline
Kerri Washburn entered a motion to approve the minutes. Donald Haynes seconded the motion. The motion carried unanimously.		N/A	N/A

3. Public Comments – No Public Comments

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

4. Spring 2017 Trainings

Discussion	Division of Mental Health Community Engagement trainings scheduled.		
Conclusions	Keshia Sandidge provided the committee with three scheduled training dates April 18, 2016 at Lincoln Wellness Center, May 6, 2017 at the NAMI Conference at Gardner Webb University, and May 18, 2017 at Ollie Harris Behavioral Center in Shelby.		
Action Items:		Person(s) Responsible	Deadline
Committee members will attend training on May 16, 2017 at either 1pm or 6pm in Shelby in lieu of May 16, 2017 6pm HRC meeting.		Kim Maguire	5/16/2017

5. Motion to Move to Closed Session

Discussion	Kerry Washburn 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-Quarterly Reports/Provider HRC Collection Report

Discussion	The committee discussed 2 nd Quarter Incident Report Analysis SFY 15/16 and 16/17 for Level 2/3 incidents, Quarter 2 Grievance Quarterly Reports and Quarter 2 Back-Up Staffing Report. Provider HRC submission report has been corrected and instead of 259 provider required to submit there are 227. Of those 227 total providers there are still 28 with an unknown contract status/are a group LIP or individual LIP/no longer in service; 81 HRC/CRC meeting minutes have been received. All providers have been contacted by Partners' HRC Liaison and provided the correct email address for submission, Continued concerns; providers are not meeting the 51% requirement, not meeting quarterly, and smaller providers may need to collaborate with other providers to meet requirement.		
Conclusions	The committee expressed concerns with the lack of provider HRC minutes submission to the MCO and reiterated requirements. Committee has requested to be informed about deaths related to treatment be reported. Continue quarter analysis per quarter for review by the committee to assist with continuing to identify trends and areas for growth.		
Action Items:	Person(s) Responsible	Deadline	
Complete 3rd Quarter Incident Report Analysis for SFY and 16/17. Continue to track provider HRC/CRC submissions and begin scheduling to attend various provider HRC/CRC meetings.	Keshia Sandidge	7/1/2017	

7. Motion to Move Back to Open Session

Discussion	Jane Hinson made motion to move back to Open Session. Move was seconded by Kerry Washburn.		
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.		
Conclusions	The next meeting will be held on Tuesday, August 15, 2017 @ 6:00 p.m.		
Action Items:	Person(s) Responsible	Deadline	
None	N/A	N/A	

9. Adjournment

Discussion	With no further business to discuss, Kerry Washburn made a motion to adjourn. Terry Franco seconded the motion and the motion carried unanimously. Meeting adjourned at 7:30 p.m.		
Conclusions			
Action Items:	Person(s) Responsible	Deadline	
None	N/A	N/A	

Minutes submitted by: Keshia Sandidge

Next meeting: August 15, 2017 at 6:00 P.M.