

**Minutes**  
**State Mental Health, Mental Retardation**  
**and Substance Abuse Services**  
**January 16, 2003**  
**Sheraton Richmond West**  
**Richmond, Va.**

- Call to Order:*** The meeting was called to order by the Chair, Virginia Dofflemyer, at 10:00 a.m.
- Members Present:*** Joe Allen, Virginia Dofflemyer, Mike Flynn, Charles W. Gunn., Elaine McConnell, Garnett Robinson, Doug Turner, and Nancy Ward.
- Staff Present:*** Wendy Brown, Charline Davidson, James Reinhard, Martha Mead, Jane Hickey, Randy Koch, Leslie Anderson, Marlene Butler.
- Others Present:*** Mary Ann Bergeron, Kay Springfield, Vicky Fisher.
- Agenda:*** The proposed agenda was approved as amended.
- Minutes:*** The minutes of October 3-4, 2002 were approved as corrected.
- Public Comment:*** There was no public comment.
- Election of Officers:*** It was moved, seconded and approved that Virginia Dofflemyer continue as Chair, and that Mike Flynn continue as Vice-Chair.
- Meeting Dates:*** Meeting dates for 2003 were set as follows:  
April 10-11(alternate dates Apr. 25-26) with the Volunteer Luncheon to be scheduled for the 11<sup>th</sup> or 26<sup>th</sup>.  
July 31 - August 1  
October 30-31.
- Notification of Incidents:*** The Board requested that a discussion with the Commissioner on a method by which they could receive notification of deaths and other incidents which occur in the facilities be placed on the April agenda.
- Staffing Chart*** The Board requested that, if possible, they receive a staffing chart for the Central Office in order to be able to contact persons concerning various issues.
- Liaison with SHRC*** Doug Turner was appointed as the Board liaison with the State Human Rights Committee.

***VACSB Presentation*** Mary Ann Bergeron, Executive Director of the Virginia Association of Community Services Boards, presented a historical background and current structure of the VACSB.

***Regulations - Human Research*** The Board approved the request to publish for public comment *Proposed Amendment to the Regulations to Assure the Protection of Participants in Human Research - 12 VAC 35-180-10 et seq.*, with proposed changes.

***Regulations - Licensing*** The Board approved the request to publish for public comment *Proposed Regulations for the Licensing of Providers of Mental Health, Mental Retardation and Substance Abuse Services*, 12 VAC 35-105-10 et seq. which incorporate provisions for the licensing providers of the Individual and Family Developmental Disabilities and Support (IFDDS) Waiver.

***Grant Application*** Randy Koch presented a grant application "Current Status and Future Directions of Children Evidence Based Practices in Virginia." The Board approved the submission of the grant application.

***Commissioner's Report*** Dr. Reinhard reported on a number of items including the reinvestment from facilities to the CSB's. There is no plan to close facilities which would continue to provide inpatient beds. This would result in less cost, shorter stays (with the same quality of treatment) and more patients being served.

***Legislative Update*** Martha Mead presented an update on legislation before the 2003 General Assembly.

***Olmstead Task Force*** Charline Davison presented an update on the activities of the Olmstead Task Force.

***Adjournment*** There being no further business before it, the Board adjourned at 3:15 p.m. on Thursday, January 16, 2003.

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Virginia Dofflemyer, Chair

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Marlene Butler, Secretary