

A Guide to the Records of the Virginia Secretary of Health and Human Resources, 2010-2013

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2010-2013



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The Library of Virginia

Administrative Information

Access Restrictions

Privacy protected and confidential information is restricted from public access for 75 years (Code of Virginia 42.1-78). Restricted records in this collection have been flagged but not removed. Types of flagged information may include, but is not limited to: medical records, financial records, vital statistics records, personal information including Social Security numbers, Social Services records, juvenile court records, administrative investigation records, attorney-client privileged documents, personnel records, proprietary information, and terrorism information and response records. Some documents may be closed in their entirety, while others may allow for redaction.

Use Restrictions

There are no use restrictions.

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Biographical/Historical Information

In 1970, the Governor's Management Commission Study recommended the creation of six "Deputy Governors" to assist the Chief Executive in his managerial duties. Compatible functions of government were grouped under these administrative heads, who would serve as the Governor's top management team or "secretariats" as they are called now. Currently there are 8 secretariats in state government, which are: the Secretary of Administration; Secretary of Commerce and Trade; Secretary of Education; Secretary of Finance; Secretary of Health and Human Resources; Secretary of Natural Resources; Secretary of Public Safety; Secretary of Transportation.

The secretariat responsible for human services, health and welfare has gone through several reorganizations. In 1972, the General Assembly passed an act establishing the Secretary of Human Affairs. This office was responsible for management and direction of health and human services provided by the state for the citizens of the commonwealth. In 1976, the secretariat's name changed to the Secretary of Human Resources. With reorganization of state government, the secretariat name changed again to the Secretary of Health and Human Resources in 1988. The Secretary of Health and Human Resources oversees state agencies which provide services to Virginians with mental retardation, mental illness, substance abuse and physical disability concerns, and provide assistance to low-income families and to the aging community. Additionally, the agencies also license health practitioners and ensure safe drinking water in the Commonwealth.

William A. "Bill" Hazel, an orthopaedic surgeon, served as Secretary of Health and Human Resources during the McDonnell Administration. After earning a degree in civil engineering from Princeton University, Dr. Hazel attended Duke University School of Medicine and completed his orthopaedic residency at the Mayo Clinic. He is a founding member of Commonwealth Orthopaedics and Rehabilitation, a medical practice with facilities located across Northern Virginia. He is a former assistant orthopaedic surgeon for the Washington Redskins and team physician for the D.C. United soccer team. As Secretary, Dr. Hazel oversaw twelve state agencies and boards: Assistive Technology Loan Fund Authority; Dept. for the Aging and Rehabilitative Services; Dept. of Behavioral Health and Developmental Services; Dept. for the Blind and Vision Impaired; Dept. for the Deaf and Hard of Hearing; Dept. of Health; Dept. of Health Professions; Dept. of Medical Assistance Services; Dept. of Social Services; Board for People with Disabilities; Office of the Comprehensive Services Act; and Virginia Foundation for Healthy Youth.

Other staff members in the Office of the Secretary of Health and Human Services during the McDonnell Administration include Deputy Secretaries Matt Cobb and Keith Hare; Assistant Secretary of Children's Health and Education, Karin Addison; Director of Community Relations, Judy Ahern; Director of the Virginia Health Reform Initiative, Cynthia B. Jones; Deputy Director of the Virginia Health Reform Initiative, Molly Huffstetler; Director of the Office of Health Information Technology, Kim Barnes; and Homeless Outcomes Coordinator, Kristin Burhop. Major accomplishments for the Secretary of Health and Human Resources during the McDonnell Administration include the creation of the Virginia Center for Health Innovation (VHRI), negotiation of an agreement with the Dept. of Justice to improve service for individuals with developmental disabilities, and the initiation of an enterprise IT system transformation for health and human services.

Scope and Content

Contains records created and maintained by Secretary of Health and Human Resources, Dr. Bill Hazel, during the administration of Governor Robert McDonnell. The records include Correspondence of the Office of the Secretary, Constituent Correspondence, Regulations, Scheduling requests, and Special Project files, which consist of incoming and outgoing correspondence, regulations, subject files, legislative files, budget material, and records related to activities and special projects.

Arrangement

This collection is arranged into the following series:

- Series I. Correspondence and Supporting Documentation - Office of the Secretary, 2010-2013;
- Series II. Correspondence and Supporting Documentation - Constituents, 2010-2013;
- Series III. Regulations, 2010-2012;
- Series IV. Scheduling requests, 2010-2013;
- Series V. Special Projects and Studies, 2010-2013.

Contents List

Series I. Correspondence and Supporting Documentation - Office of the Secretary, 2010-2013.

Extent

Extent: 2.1 cu. ft. (6 boxes).

Scope and Content

Correspondence of the Secretary, 2010-2013, contains incoming and outgoing correspondence and related attachments from local, state and federal government officials, state and federal legislators, business owners, healthcare providers, and associations, as well as constituent correspondence sent directly to the Office of the Secretary of Health and Human Resources. Topics include environmental health, health insurance, legislation, lyme disease, Medicaid, mental health facilities, and social services, among others.

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Arranged alphabetically.

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**Series II. Correspondence and Supporting Documentation -
Constituents, 2005-2009.**

Extent

Extent: 1.05 cu. ft. (3 boxes).

Scope and Content

Contains incoming correspondence from constituents and other non-governmental entities sent directly to the Secretary of Health and Human Resources or referred to the Secretary from the Office of the Governor for response. Also included is the outgoing correspondence from the Secretary as well as supporting documentation and correspondence from related agency officials. Topics include health insurance, Dept. of Social Services, Medicaid, legislation, environmental health, mental health facilities, and Lyme disease.

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Arranged numerically by database number which is generally chronological by date of response letter.

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Extent

Extent: 1.15 cu. ft. (3 boxes).

Scope and Content

Regulations, 2010-2012, are limited to the licensure of abortion facilities and the ultrasound requirement as part of informed consent for abortion (HB 462), 2012. Files include agendas, correspondence, legislation, memoranda, petitions, publications, regulations, and reports.

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Arranged alphabetically.

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Series VIII. Scheduling requests, 2010-2013.

Extent

Extent: .7 cu. ft. (2 boxes).

Scope and Content

Scheduling requests, 2010-2013, document requests to the Secretary for meetings or attendance at events. Includes correspondence, invitations, event information and logistics, and programs related to conferences, luncheons, meetings, receptions, and tours. The majority of events are related to aging, drug addiction, healthcare, mental health, public health, wellness and the disabled.

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Arranged chronologically.

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Series IX. Special Projects and Studies, 2010-2013.

Extent

Extent: 3.5 cu. ft. (10 boxes).

Scope and Content

Special Project and Studies, 2010-2013, contains a variety of files pertaining to special projects and task forces such as the State Executive Council for the Comprehensive Services Act, Developmental Disabilities Services System, Homeless Outcomes Advisory Committee / Homelessness Project and the Virginia Health Reform Initiative, among others. Files include correspondence, legislation, meeting records, memoranda, presentations and reports.

Arrangement

Arranged alphabetically.

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