

ALLEGHENY COUNTY COALITION FOR RECOVERY

Membership March 4, 2010

Agenda

Goal:

To further the vision and mission for the Allegheny County Coalition for Recovery in promoting person-centered and recovery-oriented MH and substance abuse services in Allegheny County through increasing and sustaining a broad range of stakeholder membership on its committees and in participation in activities.

Strategies to use to achieve this goal:

1. Recruit new members from across a broad spectrum of stakeholders for all ACCR
2. Orient and train new members to ACCR & community action skills.
3. Mentor and support current membership.
4. Retain membership through regular contact & annual appreciation event.

Welcome & introductions

10:30 – 11:00

Topic # 1 : Orientation for new members Meg **10-15 minutes**

Committee Goal being Addressed: to bring new members up to speed on what ACCR is and what the workgroups are currently doing.

Discussion and Decisions:**I. Review draft Curriculum as it is presented in the Manual**

- History of ACCR, why it was founded, mission of individual groups and what they have done.
- ACCR specifics such as how to contact chairs, when and where meetings are
- Suggested practices for all committee meetings, gaining respect in committees, rights of membership, email standards, job descriptions and duties, application for office and duties of officers, templates, and payment procedure
- Interest Inventory – great idea, the many details involved will be discussed for future orientations perhaps 2011 or beyond.
- Breakout groups – Discussed if this is appropriate for this committee considering its mission, goals and tasks. Another committee? Another organization? Need for further discussion on purpose of orientation by Membership committee and the work of the other committees.

ORIENTATION SCHEDULE

11:00 12:00	Opening session on Recovery and system transformation, cmnty action skills. (Meg) & Dennis H)
12:00 to 12:45	Lunch to be provided (pizza, sandwiches-Bill and Meg will explore options.)
12:45 to 1:45	Second session: ACCR Specifics-membership (Bill & Denise W)
1:45 to 2:00	Closing session: wrap up/ summary and Q & A

Activity/Assignment	Person Responsible	Target deadline
Identify new members to call	Meg and Denise	
Prepare PowerPoint Presentation to be reviewed by cmte	Bill	March 17
Food and drink order assignment	TBD	March 17 meeting

II. Ongoing 1:1 by and for this committee. Who What Where When and How.

- Phone calls to be made by Membership Committee members after each meeting to follow up with people who were absent or for their first few visits or a return after an absence.
- Possibly set up face-to-face meetings with new members before the initial meeting or a series thereafter.
- Setting up partners/mentors.

Topic # 2: Recruitment site visits March, April, May (NH Month) and June

Committee Goal being Addressed: Recruit new members from a across a broad spectrum of stakeholders for all ACCR

Discussion and Decisions: Who, where, when, assignment of tasks

Thursday March 11 11:00am to 11:45 as at MBH Southside, 9th Street. To be done by Bill and Denise Weis. Dennis Hughes will tentatively attend.

:

Activity/Assignment	Person Responsible	Target deadline
Revise recruitment HO to meld with new Access data base	Meg	March 11 site visit
MBH Southside Site	Bill and Denise W	March 11.
Pre Recruitment meeting	Bill and Denise	Before March 11

Topic # 4: Annual Appreciation Banquet

Committee Goal being Addressed: Membership Retention

Discussion and Decisions:

- Brief review of last year
- Choosing a theme
- Choosing a type of affair: formal, informal picnic
- Assignments for March meeting

Activity/Assignment	Person Responsible	Target deadline