

ALLEGHENY COUNTY COALITION FOR RECOVERY
Membership Committee
Minutes

May 7, 2010

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.

Co-Chair(s): Elise Barr & Chari Fredrick

Note taker: Meg Park

Attendees: Elise Barr, William Boyce, Chari Frederick, Gail Lacy, Dennis Hughes Park, Gail Lacy, Meg Park,

Absent: Doreen Barkowitz (no phone available), Daryl Carr, Khayran Malik Hayes, Nneka Hawthorne, Verna Johnson, Chris Weis, Denise Weis, Rebecca Wimbs,

Brief Announcements:

- The Center for Public Service Psychiatry of Western Psychiatric Institute and Clinic and University of Pittsburgh School of Medicine Center for Continuing Education in the Health Sciences with Community Care Behavioral Health Organization and The Pennsylvania Psychiatric Leadership Council present: The Road Home: Moving Toward Integrated Behavioral and Physical Health will take place on Monday, June 21, 2010 at the Omni William Penn Hotel.
- Consumer-Provider Collaborative is in need of members and a minute taker. See Meg. Minute takers must attend 6 meetings to be eligible.
- Education committee is in need of a provider co-chair. See Bill Boyce. Candidate must attend at least 6 meetings to be eligible.
- Public Awareness is in need of a provider co-chair. See Bill Boyce. Candidate must attend at least 6 meetings to be eligible.
- Center for Public Service psychiatry's conference is on PH/BH integration this year. June 21. There will be dialogues between BH consumers and PCPs.
- CSP is seeking providers and family members. See Meg

Welcome and Introductions: Elise opened the meeting by asking all members to introduce themselves and tell what we are doing in terms of recovery. We loved this!!!

1st Agenda Item: Minute recorders are needed for one meeting per month for Membership Committee and for Consumer-Provider Collaborative.

Committee Goal Being Addressed: Goal: To further the work of ACCR and to orient and train members.

Discussion:

- Meg has completed the minute template that all committees are asked to follow. Please see the website for the template. Any one can call her and get the template sent to them in Word document form.
- Collaborative is looking for members. It has been recommended by that committee that folks who may be interested in taking minutes or being advisors attend at least 6 months worth of meetings to get acquainted with the committees work.

Action Item	Person(s) Responsible	Target Date
Recruit for the C-PC	Whole Cmt	On-going
Recruit for Membership	Whole Cmt	On-going

2nd Agenda Item: Potential Sites for ACCR meetings

Committee Goal Being Addressed: Have a roof over our heads!

Discussion: No clear decision was reached. 6 of our regular members were not present so the committee decided to stay with MBH-East for now and make the final decision no later than the July 7th meeting.

Action Item	Person Responsible	Target Date
Reach final decision on meeting location	Whole committee	July 7

3rd Agenda Item: Orientation Update Bill

Committee Goal Being Addressed: 2) Orient and train new members to ACCR & community action skills

Discussion: Tabled

4th Agenda Item: Membership table at the Day of Self-Discovery

Committee Goal Being Addressed: 2) Recruit new members from a across a broad spectrum of stakeholders for all of ACCR

Discussion: It was recognized since the CCBH conference in March and the DOSD in May that the nature of ACCR table is changing as ACCR grows. The CCBH conference asked us to specifically address what we were doing with the Child and Family

Committee in keeping with its theme. DOSD specifically asked us to have a table related to membership recruitment in keeping with its theme. When it is Membership that is asked to hold a table the committee decided on the following criteria for people who would be paid to staff the table.

- Staff will have a basic knowledge of ACCR committee. Usually 2 people staff a table at a time. Between the 2 every committee of ACCR will be able to be spoken of with accuracy. So if a relative new comer to Membership only knows about one committee the other staff would have to know about the other 7 committees.
- So that we do not send out misinformation the committee will draw up a “cheat sheet.” All information is currently available in your manuals and on the website.
- When there is no set themes from conference organizers (such as general public awareness of recovery or child and family issues) the needs of ACCR as a whole will be considered (current marketing campaign, roll out of new material...)
- Day of Self-Discovery will have two-hour slots with one seasoned members partnering with newcomers.

Action Item	Person Responsible	Target Date
Volunteers for DOSD	Elise	May 12

5th Agenda Item: Follow up phone calls for this committee and others.

Committee Goal Being Addressed : 3) Mentor and support current membership, 4) Retain membership through regular contact and annual appreciation event.

Discussion:

Action Item	Person Responsible	Target Date
Call to Denise Weis	Gail Lacy	May 14
Call to Daryl & Sarah Goldstein	Meg	May 14
Call to Nneka	Bill	May 14
Calls to Rebecca and Khayran	Elise	May 14
Call to Verna & Melissa Medice	Dennis	May 14
Call to Donna Edwards	Meg	May 14
Print or send by email phone numbers and addresses to committee	Meg	May 14
Design card with ACCR logo to be used as thank you, get well, sympathy, appreciation, or “thinking of You”	Phyllis Nettles	June 2ff
Send Phyllis Nettles ACCR logo	Meg	May 26
Send Brenda Lee thank you card for use of MHAAC room	Dennis	June 2

5th Agenda Item: Annual Appreciation Banquet

Committee Goal Being Addressed : 4) Retain membership through regular contact and annual appreciation event

Discussion:

Action Item	Person Responsible	Target Date
Invite Speakers	Whole committee	
Invitations & RSVPs	Phyllis	

**Next Meeting Date, Location, and Time: June 2, 2010
1:00 to 3:00 at Mercy Behavioral Health - East**