

Allegheny County Coalition For Recovery
Membership Committee
September 16, 2009
Minutes

Co-Chairs: Elise Barr and Chari Frederick,

Attendance: Elise Barr, Chari Frederick, Khayran Hayes, Verna L. Johnson, William Boyce, Dennis Hughes, Daryl B. Carr, Chris Weis, Gail S. Lacy, Meg Park, Denise Weis, Doreen Barkowitz (attempted by phone-malfunction),

Guests: Diane Johnson

Welcome to Diane Johnson! Diane brings a wealth of experience in the recovery movement.

Meeting called to order at 1:00

August minutes were approved with the following corrections: Daryl Carr was not mentioned to do thank you letter for Ms. Phyllis Nettles; also William Boyce was not mentioned to do letter for the florist or caterer.

Brief Announcements:

- Willard Suitcases will be on display
- Double Dialogue will be held between Chartiers and WPIC in November
- We would like to invite someone from MHA to participate with this Committee.

Topic # 1: Status- Thank You Cards/Letters

Committee Goal Being Addressed: Membership retention through annual appreciation event

Discussion: Thank you cards and letters; many ideas shared. Elise Barr volunteered to make ACCR Membership Committee note cards. We also mentioned buying some cards and having them typed.

Decision: All letters written will be given to Meg to put on ACCR Letterhead. Denise Weis and Daryl Carr gave their letters to Meg.

Action Items: outstanding letters still out

Person(s) responsible:

- Denise Weis-letter for John Farmer completed and given to Meg to be typed and sent.
- Chari – letter to WR-CSP, not completed
- Bill Boyce – letters to Myrna’s and Johnston’s the Florist, not completed
- Meg—letter to Eileen Brown for room set up, not completed
- Daryl – letter to Phyllis Nettles, completed and given to Meg to type and send

Target date for completion: Chari, Bill, and Meg to have letters completed no later than October 21

Topic # 2: Discussion – Development of Training/Curriculum/Possible Trainers

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

Discussion: It was stated for the development stage of training we should try to have the recruitment training at sites once per month (so the recruiters can get their feet wet and see what they are getting into). This isn’t actually correct. The long-range goal is once per month as a normal function of the membership committee. Material can be taken from the ACCR Member Handbook for training and recruitment.

Decision: It was suggested that we have a brief ACCR Orientation/Introduction meeting every other month to be conducted by the Committee mentors. First one to be before November 18 Committee Meeting We can also schedule a full ACCR training every 3 or 6 months. I thought we decided mentors would be in contact with new members within 30 days. The ACCR Orientation sessions would be planned every 3 or 4 months.

Volunteers: Recruitment-Khayran, Chari, Daryl, and Bill

Orientation- Khayran, Chari, Elise, Verna, Denise and Meg

It was discussed that volunteers would require additional meeting times to accomplish their work;
Action Items: Schedule a meeting for recruitment at Mercy Behavioral Health (South Ninth Street Community Meeting) per their request.

Person(s) responsible: Bill volunteered to begin training committee to present at sites

Target date for completion: (after G-20) and before October 21 meeting of Membership Committee

Topic #3: Discussion – Membership Committee Budget Proposal for Steering Committee

Committee Goal Being Addressed: 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

Discussion: Brief discussion about items for our budget:

- Printing costs
- Annual event
- Payment for minute taker, co-chair and 2 advisors
- Recruiting costs: lunch, drinks

Action Items: Discussion will continue at the next meeting.

Person(s) responsible: Committee

Target date for completion: October 21

Item # 4 ACCR Capacity Building/Organizational Development Goals—Bill

Committee Goal Being Addressed: Assignment from Steering Committee in the Strategic Planning Process for 2010-2012

Discussion:

- Increase Diversity of membership throughout ACCR
- Creating opportunities for people to participate in ACCR after they are employed.

Action Items: not discussed due to time restraints

Person(s) responsible: Bill has agreed to call a subcommittee of Membership to work on this assignment

Target date for completion: October 21

Meeting adjourned at 2:15 p.m.

Next Meeting:

Date: October 21, 2009

Time: 12:30 to 2:00

Location: Mental Health America, 3rd floor meeting room

Minutes Submitted by

Gail Lacy

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
