

**ALLEGHENY COUNTY COALITION FOR RECOVERY**  
**Membership**  
**Minutes**

February 9, 2009

**Co-Chair(s):** Bill and Meg

**Note taker:** Meg

**Attendees:** Bill and Meg

**Agenda Item 1:** Clarify what was discussed at the STU meeting on 2/6

**Committee Goal Being Addressed:** Next steps in planning

**Discussion:**

1. Write up goals. Objectives, strategies and outcomes as work plan for committee
2. Form the committee before training is begun
3. Plan annual dinner before the end of the fiscal year
4. Begin training (beginning in June)

Action Item	Person Responsible	Target Date
Write up work plan proposal for committee	Meg	2/17
Write up follow up letter to recruits after initial phone call is made	Bill & Meg	TBD
Call Vanessa @ MHA to get curriculum for Emerging LIFE Instit. So we don't duplicate efforts	Bill	2/17

**Agenda Item 2:** Initial Tasks of Committee to be done

**Committee Goal Being Addressed:** Define tasks to be completed and general skills sets for recruitment to committee

**Discussion:**

- Annual Award Dinner – hospitality, outgoing, detail oriented,  
 Recovery Community Leadership Training – trainers and teachers  
 Recruitment Site Visits – outgoing, able to commute  
 Follow up calls and emails – detail oriented.

Action Item	Person Responsible	Target Date
Rewrite Membership Committee Proposal w/SC recommendations on being full cmte	Meg	2/17

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**Agenda Item 3:** Initial brainstorming on people to recruit for committee

**Committee Goal Being Addressed:** Define areas of community from which we want to draw stakeholder, ensure consumer and family member representation

**Discussion:**

1. Went through ACCR Access data base of names to possible recruits.

<b>Action Item</b>	<b>Person Responsible</b>	<b>Target Date</b>
Go through Recruitment site visit data base for possible recruits	Bill & Meg	2/23
Decide on possible co-chairs, minute recorders and advisors	Bill & Meg	2/23

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**Next Meeting**

1. See what MHA is doing
2. Divide up phone calls to make
3. Begin basic planning for Dinner with educational piece
4. Begin planning for Recovery/Wellness introduction to training using Bill's agenda outline.

**Date:** 2/17/Tuesday

**Location:** Meg's office

**Time:** 2:30 to 4:00 PM