

**Allegheny County Coalition for Recovery  
Steering Committee  
Meeting Minutes  
6/24/05**

**Present:** Sharon Alberts, Paul Freund, Tom Lee, Jan Boyd, Melissa Medice, and Mike Gruber.

**Welcome and Introductions**

Co-Chair Sharon Alberts called the meeting to order.

**Review of Agenda**

No modifications were made to the agenda for the meeting.

**Announcements**

1. There were no announcements.

**Minutes**

Minutes from the May 27, 2005 meeting were approved.

**Decision Items**

1. There were no decision items on the agenda.

**Discussion Items**

1. *Committee Reports.*
  - a. Public Awareness – Sharon Alberts – The fall Recovery Festival is going to be a walking event. There will be no running competition as at last year's festival. The focus of the event is to make it more educational and to reach out more to the general public. The PA Committee has decided to focus its marketing efforts on getting churches to support the event. Providers are encouraged to create posters about their services and people who use services are encouraged to develop posters about what recovery means to them.
  - b. Education Committee – Mike Gruber – Jan Boyd has announced her intention to step down as Co-Chair of the Education Committee within the next few months, but will continue as a member of the committee. The Committee will be looking to find a replacement, hopefully by the fall. The joint ACCR/NFI Recovery booklet is in the draft stage. The goal is to have it to the printer by the end of July. The ad hoc subcommittee for consumer leadership development met and has asked Mike Reber of the Consumer Empowerment Project (CEP) to organize the training program with the charge of involving a number of stakeholder groups in the planning process. Some end of year money is being directed to making

advance purchases for this project, which Mike has called the Emerging Leadership Initiative Program.

- c. No report from the QI Committee.
  - d. No report from the Family/Children Committee
  - e. Nominating Committee – Two people have been nominated for the Steering Committee. The Committee will meet in mid-July to define a process for bringing new members onto the Steering Committee.
2. Documenting Expenses – Sharon has been receiving requests to pay expenditures for ACCR with no supporting documentation (receipts, invoices, etc.) and is not willing to continue doing this. Going forward, all requisitions must have documentation sent with them. Not submitting this information also puts PSAN in a bad position when it is audited.
  3. End of Year Update – As directed by the Steering Committee, a number of purchases are being made for the Emerging Leadership Initiative and for the fall Recovery Festival. Requisitions will be turned in next week to PSAN for processing before the end of the fiscal year.
  4. The ACCR Mission/Vision statement as recommended at last month's Steering Committee meeting was approved by a majority of the Steering Committee members via email and voting at the meeting. The official Mission and Vision statements read as follows:

Mission

“The mission of ACCR is to increase awareness of behavioral health recovery and promote the use of recovery principles and practices in behavioral health services in Allegheny County.”

Vision

“Every Allegheny County resident with a mental health and/or substance use disorder is supported in his/her recovery journey by friends, families, communities and service providers who understand and practice recovery principles.”

5. ACCR Goal Development – Sharon reviewed the planning process now that the Mission and Vision statements have been adopted. The next step is to develop goals which will provide direction to the ACCR committees. The committees will develop budgets (which hopefully will eliminate large surpluses to be spent at the end of the year) that will be submitted to the SC for final review and an ACCR budget will then be adopted. This will provide a structure for the committees to operate under and will provide a mechanism for the SC to monitor what the committees are doing.

The group discussed the five bullets, originally proposed as part of the draft mission statement, as possible goals for ACCR. They are:

- Providing information, education, and tools about recovery to persons receiving services, family members, and providers.
- Promoting best practices for recovery oriented services.
- Raising public awareness of recovery.
- Sharing, collaborating, and communicating about recovery-related efforts.
- Promoting leadership development for persons receiving services and family members.

Tom Lee motioned that the five bullets be approved as the goals for ACCR and that at least two priorities be developed for each goal. This motion carried unanimously. It was decided that establishing priorities will provide guidance to the committees. These priorities will be discussed at the next meeting.

**Next Meeting:**

**July 29, 2005 – 12:30-2:15      Life's Work, 1323 Forbes Avenue**