

**Allegheny County Coalition for Recovery  
Steering Committee  
Meeting Minutes  
10/28/05**

**Present:** Sarah Goldstein, John Cassase, Sharon Alberts, Mary Jo Dickson, Judy Wood, Jan Boyd, Wes Sowers, and Mike Gruber.

**Welcome and Introductions**

Co-Chair Sharon Alberts called the meeting to order.

**Announcements**

1. There were no announcements

**Decision Items**

1. Due to the last Friday of November being the day after Thanksgiving, the November and December meeting times were combined into one meeting on December 9 at **NOON**. No meetings will be held on November 28 or December 30.

**Discussion Items**

1. *Committee Reports.*
  - a. Public Awareness – Wes Sowers – The last meeting reviewed the Recovery Festival and discussed changes for next year.
  - b. Education Committee – Sarah Goldstein – Met jointly with the NFI Team and a decision was made to meet jointly as one committee. The booklet worked on by both groups was sent to the printer.
  - c. Child-Family Committee – Wes Sowers– The Committee is still discussing resiliency and recovery and is developing a child and family version of the Adult Guidelines for Recovery Oriented Services document.
  - d. Quality Improvement Committee – Wes Sowers– Held its second meeting about developing a unified process for treatment planning. The Committee is working to define and clarify terms such as recovery plan vs. service plan vs. treatment plan. Discussed how planning processes in the different agencies converge and diverge. The group is looking to develop an overarching philosophy. The Committee wants to enlist CART and CCBH to interview consumers about their experiences with treatment planning.
2. *Goals and Outcomes*

Harold Hartger and Wes Sowers submitted feedback, which was distributed to SC members, about the Draft ACCR Outcomes and Activities. In addition to the content of the goals and activities, other operational issues were discussed such as who is accountable and how is it measured or determined when ACCR works

with a partner to implement a program such as ELI, what is the role of the SC and/or the other ACCR committees when a partner has primary responsibility for implanting a project/program, and should ACCR itself be operating ongoing programs like the Speaker's Bureau. There was divided opinion about whether there was substantial enough consumer involvement on the Steering Committee to warrant moving ahead with the implementation of the draft goals and activities.

The SC decided the following:

- When working with partners who have the primary responsibility for implementing a project or program initiated by ACCR, duties should be clearly defined in a letter of agreement. Judy Wood agreed to write a letter of agreement between ACCR and the Mental Health Association regarding the ELI project.
- When partners have primary responsibility for a project or program, the role of ACCR is one of advise and consent, but not primary management.
- ELI will report to the Education Committee as opposed to the Steering Committee.
- Given its limited resources, ACCR should not be operating ongoing programs but should find partners to assist and assume primary responsibility for implementation of programs. Short-term, time-limited projects are more on the order of what ACCR can manage. To this end, it was suggested that the Education Committee work to find a permanent home outside ACCR for the Speakers Bureau.
- Regarding consumer input into the goals and objectives, Mike and Jan will convene a focus group of consumers, review the proposed goals and activities with the focus group, solicit feedback about the goals and activities, and identify any other priorities relevant to the mission of ACCR. This information will be shared with the Steering Committee at the next meeting.

**Next Meeting:**

**December 9, 2005 – 12:00-2:00**

**Life's Work, 1323 Forbes Avenue**