

ACCR Committee Minutes Form

Date: 1/26/07

Name of Committee: Steering Committee

Co-Chair(s): Sarah Goldstein, Sharon Alberts

Note taker: Mike Gruber

Attendees: Sarah Goldstein, Sharon Alberts, Harold Hartger, Chris Weis, Laura Thomas, Sherry Shaffer, Melissa Medice, Mary Jo Dickson, Roy Faloskey, Denise Weis, Jim Nelson, Albert Torcaso

Announcements:

1. No Announcements

A quorum was not present to approve the minutes. Those present voted 7-0 in favor of approval. Mike Gruber is to contact other Steering Committee members via email to register their vote.

Agenda Item: Nominations to the ACCR Steering Committee

Committee Goal Being Addressed:

Discussion:

The ACCR Nominating Committee submitted the names of Chris Terry and Kimberly Blair for approval to the Steering Committee. Harold Hartger made a motion to approve the slate presented by the Nominating Committee. Those present voted 7-0 in favor of the motion. Because a quorum was not present, the remaining members of the Steering Committee will be polled via email for their vote.

Action Item	Person Responsible	Target Date
Contact via email members of the Steering Committee not present at the meeting to register their vote.	Mike	2/2/07

Agenda Item: Use of Pictures on the ACCR Website

Committee Goal Being Addressed:

Discussion:

The Web Site Subcommittee discussed the use of people's picture on the ACCR web site and brought the matter before the Steering Committee for discussion. The consensus of those present was that written permission must be obtained from the person to use their picture on the web site if the individual can be readily identified. If the person is not identifiable, then the picture can be used without permission.

Action Item	Person Responsible	Target Date
Contact non-attending Steering Committee members to register their vote on this matter.	Mike G.	2/2/07

Agenda Item: ACCR Budget Report

Committee Goal Being Addressed:

Discussion:

Jim Nelson, from PSAN, provided the SC with a financial report on the first two quarters. To date, ACCR has spent \$10,265 and has a balance of \$16,176. The information was presented in the new ACCR budget format which breaks expenses out by committee.

Agenda Item: ACCR Budget Submissions by Committee

Committee Goal Being Addressed:

Discussion:

All ACCR committees submitted draft budgets. The total of all the committee budgets \$41,058, which exceeds ACCR's current allocation by about \$20,000. The Steering Committee discussed what options it had available to generate the additional income needed to meet the budget requests and discussed what process should be followed in finalizing the budget. It was decided that a copy of the budget request should be sent to Curtis Upsher at Community Care and to Mary Jo Dickson at the Office of Behavioral Health. The Steering Committee will review the budget allocations once they are released in May and a final budget for the next year will be developed.

Action Item	Person Responsible	Target Date
Send cover letter and copy of budget request to Curtis Upsher and Mary Jo Dickson	Mike	2/28/07

Agenda Item: Rehiring for ACCR Advocate

Committee Goal Being Addressed:

Discussion:

Mike and Mary Jo provided a brief report on the status of the ACCR Advocate position. The position will be a full-time equivalent position that may be filled by one or more people. The position will have additional job responsibilities beyond ACCR and final decisions have to be made about those responsibilities along with some other administrative decisions before someone can be hired.

Agenda Item: Retreat Planning

Committee Goal Being Addressed:

Discussion

Sharon and Sarah updated the group about planning efforts for the ACCR Retreat. The Steering Committee decided to hold the retreat on March 30th from 10:00 a.m. to 4:00 p.m. John Lee and Kathy McCauley were mentioned as possible facilitators.

Action Item	Person Responsible	Target Date
Contact John Lee, then Kathy McCauley re: facilitating retreat	Mike	2/2/07
Continue planning preparations for retreat	SC Co-chairs, consumer Co-Chairs	3/1/07
Locate facility for retreat	Mike	asap

Agenda Item: Committee Reports

Discussion Comments:

Child/Family – Sherry Shaffer – The C/F Committee is working with the Public Awareness Committee to plan a joint child/family and adult event for Undependence Day. Denise Weis is interested in the Co-chair position. See Committee minutes from 1/18/07 for additional information.

Consumer/Provider Collaborative – Sarah – The Labels Dialogue scheduled for the end of January was cancelled due to a lack of response from observers. The dialogue will be rescheduled at a later date. Wes and Sarah will be presenting “Creating Dialogues for Change” at a Western Region CSP meeting in June.

Education Committee – No additions to the minutes submitted.

Quality Committee – Harold – The Committee is discussing what direction it wants to go in after finalizing the Service Planning Principles Matrix and will discuss this further at its next meeting. See meeting minutes for additional information.

Public Awareness – Chris – Undependence Day is set for June 30, 2007 at the Carnegie Library where it was held last year if the permits can be obtained. Bobbi Donovan is working on that. See meeting minutes for additional information.

Next Meeting Date, Location, and Time: February 23, 2007, Life’sWork, 12:30-2:15.