



**Discussion:**

Last meeting motion -The consensus of the SC was that the by-laws should be amended to say that members are required to attend a certain number of meetings each year. On the second page of the by-laws is the proposed language, is as follows:

- "Attendance: Members are expected to attend at least 6 steering Committee Meetings per year. If members attend less than six meetings in a 12 month period the Steering Committee Co-chairs will attempt to contact non-attending members to determine their interest in continuing to serve on the Steering Committee. Following this the co-chairs may recommend to the Steering Committee that the person's membership be terminated. If the steering committee votes to terminate membership, notification will be sent to the terminated member in writing."

A membership quorum has to be present to vote on termination of a member. It empowers the co-chairs to take some kind of action to move ahead if a person misses numerous meetings and gives them the flexibility to deal appropriately with the situation.

Action Item	Person Responsible	Target Date
Attendance proposed language will be voted on at the next meeting, therefore the meeting minutes will be sent out by E-mail to all Steering Committee Members.	Mike Gruber	Friday, 7/13/07

**Agenda Item:** Role of ACCR  
**Committee Spokes Person:** Sharon Alberts  
**Committee Goal Being Addressed:** Implementation of Retreat Outcomes

**Discussion:**

**OUTCOME 1: Increase the understanding of the role of ACCR, and its Message**

1. Steering committee needs to discuss and decide upon what ACCR's role is, including what the nature of the organizational structure is. (14 votes)
2. Communicate our priorities with other recovery-oriented organizations in Allegheny County and invite their feedback.
3. Develop a focused Marketing and Public Relation Strategies - giving thought to just how you get that message out.

**OUTCOME 2: Increase Public awareness and acceptance**

1. Public Events & Media - find a celebrity involved w/the media in Allegheny County and recruit them to be our spokesperson.
2. Identify other Organizations working on understanding and acceptance of Recovery and support them.
3. Marketing & Public Relations Strategy.

**OUTCOME 3: Increase Quality Employment Opportunities**

1. Collaboration with other projects working to increase employment, including the involvement of an entrepreneurial committee focused on supporting the agencies putting forth employment as well as finding out what is already out there. (16 votes)
2. Support a variety of consumer providers. (14 votes)
3. Support value of employment in recovery concept by education and public awareness. (14 votes)

The spokesperson will be a celebrity, for example: Sally Wiggins. There has to be a process, larger groups have proven to get bogged down.

Action Item	Person Responsible	Target Date
Begin meetings of post-retreat planning committee and then form smaller groups to tackle these issues and report back to the SC.	Sarah/Sharon	ASAP

**Agenda Item:** Selection of the ACCR Logo  
**Committee Spokes Person:** Sharon Alberts  
**Committee Goal Being Addressed:** Sub Committee: Sarah Goldstein, Sharon Alberts and Mike Gruber - Logo

**Discussion:**

It becomes hard to talk about a revised logo until ACCR decides what it's purpose is and it cannot communicate that until it has a marketing strategy plan. There's a process that needs to be worked out before we can change the logo. Suggestion: The consensus of the SC was to keep the logo as is until we can come together on this through working the process, however long it takes.

Action Item	Person Responsible	Target Date
Begin post-retreat planning committee meetings.	Sharon/Sarah	ASAP

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## **COMMITTEE REPORTS**

**Agenda Item:** Un-dependence Day  
**Committee Spokes Person:** Craig Dorin  
**Committee Goal Being Addressed:** Finalization of Un-dependence Day preparation.

**Discussion:**

Preparing for the Un-dependence Day event, we discussed the details of the event. We have several raffles, such as Gateway Clipper, Carnegie Museum, Kennywood Park, 400 apples and Pizza Hut Gift Cards, which will be prizes for the relays. We are still trying to get in touch with Whole Foods for donations and Eat-N-Park for cookies. The Allegheny County Library Association is an identified sponsor – they have donated books related to recovery, mental health and substance abuse. We supplied them with promotion items, such as bookmarks, last years petition, information about the event, a collection of books and materials dedicated to recovery related topics and they have helped us get the word out to the general public. T-shirts will be available. Volunteers are to report at 8:30 AM – to set-up and clean-up time is at 4:00 PM. Food and drinks will be provided. Lunch starts at 11:30. The library will be open for bath room facilities. The puppet show starts at 12:00 Noon.

<b>Action Item</b>	<b>Person Responsible</b>	<b>Target Date</b>
Information will be given to Craig Dorin on the library person who is interest in doing something for the children, such as read a book, etc.	Laura Thomas	July 27, 2007
Setting a date for the next Public Awareness Meeting	Public Awareness Committee	July 7, 2007

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**Agenda Item:** Education Committee  
**Committee Spokes Person:** Virginia Suplee  
**Committee Goal Being Addressed:** The Allegheny County Coalition for Recovery - Hope & Change Booklet

**Discussion:**

The committee decided at the last meeting to run 1,000 booklets to have some available, which ACCR and CCBHO paid for. Next meeting topics: Making sure we have the copyright on the booklet. Who we're distributing them to and how we're doing it. Other parts of the country are interested in the booklets as well, therefore we need to discuss: Whether we'll charge for them, how we'll manage mailing them, where we'll store them and how many we'll run.

People are interested in us doing a tri-fold pamphlet of the highlights, because the booklet is fairly dense. Therefore the committee will create the tri-fold so it's more accessible to a larger number of people, which will help with some of the marketing. We're getting it into a PDF format, which will enable us to add it to the website, if it's not already. This is another reason we need to get the copyright, because if they do download it we want to receive credit. We need to state somewhere in the booklet that people have the option to reprint it, but they need to give us credit. Thinking about what our next projects are and supporting some of the ongoing activities that have been started under the education committee and continuing to support them. Working with Emerging Leadership Institute, providers, non-profits in the community to see how they can better utilize people who have been trained. We've received feed back from Harriet Baum, stating that In Our Own Voice hasn't received as many requests therefore we need to explore how we can help with that.

Social Marketing Task Force - The Task Force met yesterday and has been working on exactly what it wants to do: They have outlined some specific training objectives they want to do with speakers, programs and some of the materials we want to develop and work with people on. Suggestion – A specific training program for case managers around recovery, recovery models, language and processes. Virginia spoke with Pat Degan who has a contract with CCBHO. They're going to work around some of the suggestions the committee made, do some Webinars and develop things on the website. Therefore the Task Force will be able to utilize the contract Community Care has with her in ways that people are interested in. The committee will explore putting the booklet on CD and cassette for the visionally impaired, make sure it's distributed and people know about its availability.

<b>Action Item</b>	<b>Person Responsible</b>	<b>Target Date</b>
Maryanne Baugher, CCBHO – send her a letter of appreciation	Virginia Suplee	ASAP
When the booklet is on CD and cassette it will be delivered to the Pittsburgh Vision Center.	Chris Weis	November

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**Agenda Item:** Quality Improvement  
**Committee Spokes Person:** Thomas E. Lee Sr.  
**Committee Goal Being Addressed:** Focus Group Principles

**Discussion:**

The committee is still refining its Service Planning Principles document. One issue that still remains is how to address people who have mental illnesses. The committee is bringing the question to the SC to see how we can address this. There are 3 more focus groups that are currently planned. We're still working on the Unified Service Plan. Tom created a power point presentation of the Service Planning Principles Document for the consumers/clients and the providers. He sent them to everybody, to be used for focus group presentations.

Action Item	Person Responsible	Target Date
Present the Service Planning Principles to the D&A providers at the provider meeting, to get their input.	Thomas Lee Sr.	August or September
Craig Dorin will be sent the Service Planning Principles Power Point Presentation.	Thomas Lee Sr.	7/3/07
Thomas E. Lee Sr. will meet with Pat Degan to talk about what they're working on in an effort to collaborate, in reference to training for Case Management and Treatment Plan Writing, to keep services from being duplicated.	Virginia Suplee	ASAP

**Agenda Item:** Family and Child  
**Committee Spokes Person:** Sherry Shaffer  
**Committee Goal Being Addressed:** Preparation for Un-dependence Day

**Discussion:**

We will provide a puppet show for children on bullying. Presley Ridge will be doing experiential games for children to help build their self esteem. The Resiliency/Recovery Cross Walk Brochure is at the printer and will and we'll have 2,000 to be used to distribute. The last draft for the quality guidelines are finished, that were adapted for child and family services and service systems. The Allegheny County Children's Services Committee has been looking at quality guidelines and indicators for all Allegheny County Department of Human Services contracts to set up a common vision mission and goals for the system. Therefore we are going to wait until they have finished before we go forward, with our goal to impact system change to the child and family friendly focus on resiliency for children and their families. We are working hard to get representation from the education system, the Allegheny Intermediate Unit, child welfare and Juvenile Court, because without them we can't really affect change in the system, therefore this will be our top priority. We need to get more young people and families involved from the broader community, for example from the families with Autism, because their voice needs to be heard. After Un-dependence Day we'll set out goals for the next year.

Action Item	Person Responsible	Target Date
Names of family members who maybe interested in participating on the committee will be given to Sherry Shaffer.	Virginia Suplee and Melissa Medice	ASAP

**Agenda Item:** Consumer and Provider Collaborative  
**Committee Spokes Person:** No Representation

**Discussion:**

The CPC conducted a dialogue on April 30 regarding how to address people who have mental illnesses. People want to be considered more of an individual and have less of the stigmatizing labels attached to them. The panel didn't come to any conclusions just that individuals are a person first. Some people from the medical field think they are talking about recovery, but they're still stuck in the medical model. Instead of using the word "Consumer" we could use the words "Individual Served" or Person with a Disability", as in person first language.

**NEXT MEETING**

**Date:** Friday, July 27, 2007  
**Location:** Life's Work, 1325 Forbes Avenue  
**Time:** 12:30 - 2:15 p.m.