

Name of Committee: Steering Committee

Co-Chair(s): Sharon Alberts Sarah Goldstein
Note Taker: Phyllis Y. Nettles
Attendees: Craig Dorin Harold Hartger Sherry Shaffer Annette Mendel Andrea Trowery
Debbie Ference Verna L. Johnson Wes Sowers Laura Thomas
Mike Gruber Thomas E. Lee Sr. Melissa Medice Albert Torcaso

WELCOME/INTRODUCTIONS: Co-Chair Sharon Alberts called the meeting to order and introductions were made.

REVIEW OF AGENDA: No changes were made to the agenda as presented.

ANNOUNCEMENTS

1. ACCR needs minute recorders for 4 committees. Please speak to people you know who might be interested and/or contact Mike Gruber (412) 350-4271.
 2. Message Carriers Rally for Recovery Run/Walk Celebration held September 15, 2007, at North Park Boat House. Message Carriers Recovery Gospel Festival at Mt. Gilead Church in Wilkinsburg, on September 22, 2007.
 3. AHCI Conference 9/11 and 9/12/07: Due to the conference being full they are not excepting any more registrations.
 4. The County is in the process of planning a dialog in November with the NAMI affiliated North Hills Family Member Support Group. We are looking for consumers and providers to participate, if anyone is interested in participating please contact Wes Sowers or Sarah Goldstein.
 5. The next graduation for the Emerging Leadership Institute is September 22, 2007.
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MINUTES

Everyone read the minutes for the July 27th meeting, there were two changes made and the minutes were approved.

DISCUSSION ITEMS

Agenda Item: Message Carriers Rally for Recovery Run/ Walk Celebration!

Committee Spokes Person(s): Wes Sowers and Andrea Trowery

Discussion: ACCR Participation

Registration is free and starts at 9:30 AM. You can download the registration forms from the following websites: http://www.coalitionforrecovery.org/other_activities.htm, <http://messagecarriers.org/newsletter/downloadedonlineform.doc>. You can also call Andrea Trowery at 412-361-0142 or Email her at andrea@messagecarriers.org. The walk is from 10:30 AM to 12:30 PM, it's a five mile walk and T-shirts are \$10.00. Transportation will be provided from a central location on the west and east sides of Pittsburgh, to be announced through E-mail and the Message Carriers Website. Congressman Jason Altmeyer will be speaking on the Paul Wellstone Mental Health and Addiction Equity Act Bill, which is legislation promoting equal treatment by insurance companies for mental health treatment. The Message Carriers are looking for more participation in the following areas:

- Team Competition – Four or more walking participants, who've recruited people to donate money towards miles walked.
- Banner Challenge – Organizations who donate \$100. will receive a sponsorship sign along the walk.
- Resource Tables – Organizations who donate \$200. will receive a resource table, a sponsorship sign along the walk with their Logo and they'll be featured on the Message Carriers Website as a sponsor of the walk.

The ACCR Steering Committee unanimously voted to donate \$1,000. from the Public Awareness Fund to the Message Carriers Rally pending review of the budget. This includes the Resource table donation and the stipend for whoever mans the table. The Co-Chairs and Mike Gruber will determine at the Tuesday, September 4th meeting what the stipend will be.

Action Item	Person Responsible	Target Date
ACCR's Fiscal Year 2007 – 2008 Budget Report	Mike Gruber will E-mail it to the Co-Chairs	Fri., 8/31/07
Make the final decision to allocate the funds to Message Carriers or not, based on the budget report.	Sharon Alberts and Sarah Goldstein	Tues., 9/4/07

Agenda Item: Infrastructure for ACCR

Committee Spokes Person(s): Sharon Alberts

Discussion: Is there enough infrastructure in ACCR to keep going if several of the key committee members were not able to participate, would ACCR be able to continue?

Suggestions:

- We should be structured around our missions and goals, which is to help support the development of recovery oriented services.
- We need an organization, because the Education Committee is working on programming which is based on recovery, which is becoming more detailed. In the future ACCR may want to consider becoming a 501c3 in order to retain members.
- The Steering Committee manual indicates some of the structure and the process that we use how we pay people and manage the bus tickets, etc.
- Formal process for new members: Update and implement the orientation process we already have in place.
- We may need to add the following to the binder:
 - History
 - By-Laws
 - Practical functions
 - 3 months of minutes
 - Standard operating procedures
 - Flexibility
 - Achievements
 - Committee activities
 - Where we are to date
 - Members responsibilities
 - ACCR's role in empowering consumer committee members to move on to more empowering positions.

Action Item	Person Responsible	Target Date
Orientation Process developed by the Nominating Committee	Sarah Goldstein	September 4 th Meeting
Collect the name, E-mail address and phone numbers for all ACCR committee members for each committee.	ACCR Committee Chairs	The next committee meeting and delivered to Mike Gruber
Enter ACCR's committee members information into the data-base for the mailing list and the Website.	Mike Gruber	Friday, September 28, 2007

Agenda Item: ACCR Steering Committee Meeting Attendance

Committee Spokes Person(s): Sharon Alberts and Sarah Goldstein

Discussion: Absent committee members future participation

A letter was sent around August 16th to John Cassase suggesting that he contact the ACCR's Co-Chairs whether he'll continue on the committee or not. Diann Ferrick was called and we were unable to reach her. If we have not heard from them by next months meeting we will remove and replace them on the SC and any other sub committee(s). If a committee member misses 6 months or more we will contact them about their participation.

Agenda Item: ACCR Committee Member and Note Taker Recruitment

Committee Spokes Person(s): Sarah Goldstein and Sharon Alberts

Discussion: On-going recruitment for committees and note takers, etc.

The collaborative is looking at expanding in some ways by having a facilitator training in the future. There are several SC vacancies we need to fill, which are mostly consumer and family members. The by-laws don't call for a lot of provider representation on the SC. We're striving to get a couple of D&A providers on the SC and encourage them to bring some of the consumers they work with to participate. The Message Carriers sent a new recruit to the Education Committee and we brought her up-to-date on everything we're working on. Continued recruitment of members, because they have moved on to paid positions is another reason to start an organization where the committee members who aren't paid by a

provider will be paid. We need to explore how we can increase the amount we give to consumers and family members for their participation.

Action Item	Person Responsible	Target Date
Committee members and note takers recruitment at Mental Health of America	Sarah Goldstein	Sat., 9/22/07
Continue SC recruitment of D&A providers for the elderly & youth population, etc.	Thomas E. Lee Sr.	ASAP

COMMITTEE REPORTS

Agenda Item: The Public Awareness Committee

Committee Spokes Person(s): Craig Dorin

Discussion: Committee Update

The next meeting will be September 18, 2007, 11:30 AM, 4th Floor, Wood Street. We will be discussing the Un-dependence Day Festival, etc.

Agenda Item: Consumer Provider Collaborative

Committee Spokes Person(s): Wes Sowers

Committee Goal Being Addressed: Tri-alogue with NAMI Family Support Group
Family Services of Western Pennsylvania Dialogue

Discussion:

- Tri-alogue with NAMI Family Support Group – we are working on securing the site for the Tri-alogue meetings.
- FSWP Dialogue – we are planning to have an interagency dialogue on September 25th, from 10 AM to 1:30 PM at RIDC Park and we are looking for both consumers and providers to be a part of the dialogue. We have also started talking with Beaver County, Mon Yough and HRS who are interested in developing dialogues. In addition, we need more people to join our committee. The next meeting is Thurs., Sept. 27th at 12:30 PM at 304 Wood St., 4th Floor.

Action Item	Person Responsible	Target Date
Contact Pricilla Ortland to facilitate the use of the Allegheny Ctr. Alliance Church	Wes Sowers	ASAP

Agenda Item: Quality Improvement

Committee Spokes Person(s): Wes Sowers

Committee Goal Being Addressed: Treatment Planning Process

Discussion:

We are working on the treatment planning process and we have received feed back from the focus groups and completed work on the service planning principles and matrix, which are indicators related to the principles. We've also gone through the process of reviewing existing planning processes and we've developed a list of elements for a universal format for treatment planning. Next we will organize and prioritize the elements and put together a format that we will be able to begin to promote.

Agenda Item: Education Committee

Committee Spokes Person: Laura Thomas

Committee Goal Being Addressed: Teaching People What Meaningful Activity Is

Discussion:

We're talking about distributing the Recovery Booklet again because several organizations are interested, such as the Message Carriers and the Veterans Administration. We're looking into social marketing the message about recovery to case managers. We looked at a poster. We talked about calendars that case managers can give to the people they work with so they can keep track of what they've done for review. The Task Force separated into 2 sub committees: One is will be focusing on developing a training program for case managers. We're looking into Pat Degan playing a major part in a kick off around this for sustainability purposes, which will result in a "Train the Trainer" model where the case manager supervisors will train the case managers. The 2nd sub committee is working on posters and bookmarks and eventually will develop a calendar and putting quotes on the calendar to help consumers to remember that they're relative to meaningful activities.

Action Item	Person Responsible	Target Date
He will send a representative of D&A case management to the next meeting	Thomas E. Lee Sr.	September 18 th

Agenda Item: Child and Family Committee
Committee Spokes Person: Sherry Shaffer
Committee Goal Being Addressed: Develop a Message that will reflect the Concept of Resilience

Discussion:

Sandra Bloom will present at the Trauma Informed Care Conference September 19th. We'll have information there on: Children services, the Recovery Resiliency Cross Walk, guidelines for Recovery Resiliency Oriented Services, coloring books. The Child and Family Committee, Allegheny County, ACHI and other stake holders in the children's system will be getting together to talk about the next steps for education and moving this concept out across all child serving systems. Our next goal is to develop a message that will reflect the concept of resilience and get the message out to schools, etc. through a Public Speakers Bureau. Our next meeting will be Thursday, October 11th at 2:30 PM at the Mental Health Association, 1945 Fifth Ave., 3rd Floor.

Action Item	Person Responsible	Target Date
She'll give Sherry a copy of a paper that tells her how to develop a message.	Sarah Goldstein	ASAP

NEXT MEETING

Date: Friday, September 28, 2007
Location: Life's Work, 1325 Forbes Avenue
Time: 12:30 - 2:15 PM
