

## **ACCR SC Meeting February 25, 2011**

1. Chris Weis
2. Denise Weis
3. Dennis Hughes
4. Sherry Shaffer
5. Mike Guiles
6. Theda Bryant
7. Verna I. Johnson
8. Craig Dorin
9. Sharon Alberts
10. Mary Jo Dickson
11. Meg Park
12. Jessica Strong
13. Chari (Charlotte) Fredrick

The Public Awareness Committee's Recovery Fest will be held April 12, in Liberty Room on the lower level, at One Smithfield Street in the Human Services Building.

Education committee, Three Focus Group that were done, Mercy Behavioral Health, WPIC Service Coordination Team, and Ambulatory And Crisis Services Management Team. Debbie Duch did the brochure, she made sure it was correct. Credit goes to MaryAnn Baugher who did the brochure from Community Care. Feedback from the focus groups was they liked the color and found the brochure to be useful. WPIC may be a partner in the project. Verna talked about how labeling can be damaging to people.

### **Payment Process**

Question payment process. For question concerning the payment process refer to Process for Use Of ACCR Fiscal Forms. When making purchases under \$500 there should be a minimum of two bids. If there is a significant difference in the bids, a third bid should be obtained. If the purchase is more than \$500 at least three bids are required.

### **Duties of Co-Chair**

Generally most recommendations were agreed to by members of the SC. Members had differences opinion about the requirement for computer access. The Co- Chairs and OBH staff are exploring options concerning the State Operated Services computers. Also it was requested that tutoring be provided to Co-Chairs and it was agreed that more mentoring needs to be provided for Co-Chairs and advisors.

When discussing the composition of the Co-Chairs, the suggestion was made to change the wording to “The preference is for at least one person to have lived experience and one to have professional experience”.

Challenge is to spell the duties out and recognize what they should be. Minutes and agendas need to be completed and make sure to get them out lead meetings, help, and participate and all aspects of running the committee..

Teamwork helps the committee runs smoothly by sharing items to make sure the work is evenly shared.

Co-Chairs should expect to spend a minimum of four-half hours per month.

There was discussion about the term of office for Co-Chair. No decision was reached and will be discussed at the next meeting. There was an agreement that people should not serve more than three years.

**Budgets are Due March 25, 2011.**

**The next meeting is Friday, March 25, 2011` from 12:30-2:30 at Life’sWork.**