

ACCR SC Meeting Minutes 3/30/12 Start Time : 12:51pm

1. Recognition of Sherry Shaffer: Sherry Shaffer was recognized with words of thanks, praise, and examples of leadership honoring her years of service as the former provider co-chair of the Child & Family committee of ACCR.

- Sharon Alberts and Victoria Livingstone were recognized for their years of dedicated service at the February meeting.

2. Partnership with Message Carriers:

Robin Spencer spoke about Message Carriers' annual walk. She explained some of her personal reasons for being involved and that they do not have the staff they once had or funding. ACCR was asked to support this year's walk by:

- Attending the walk
- Hosting a table,
- contributing financially
- planning of events for that day,
- contributing food, posters other ideas

All members of SC were not present to vote on a decision regarding Robin's heartfelt request for ACCR participation/support.

3. Change in Invoice Procedure –Verna taking over:

In April, Verna will be handling the payments for ACCR. Members are asked to email requests and copy Craig. Contracts or special purchases will be reviewed jointly by Verna and Craig.

4. FY 2012-13 Budget Situation:

Mike talked about state budget issues and how they may affect the current 11/12 fiscal year. He relayed that there may be a 2% cut this year which will translate into \$675,000 cut for Allegheny County. There will be a profound effect on the mental health system. The 12/13 cuts could be 5%, 10%, or 20%. There will be a reduction of money for ACCR that is certain from past use of funds not spent.

5. PMHCA Ad:

Charlene Saner asked if ACCR would donate funds to support PMHCA with an ad. The cost would vary from \$800.00 a full page, \$400.00 a half page and \$250.00 a quarter of a page. There was some debate as to how much this ad would help recruit membership for the Western PA. area for ACCR. It was decided that the purpose of the ad was to show support for the good work PMHCA has done.

A quorum was not present so the vote could not be completed. Members not present will be contacted for their votes by phone or email.

5 votes- yes and 2 votes- no.

6. SC Co Chair Term: Craig announced formally he will not run for the SC co-chair provider position. A successor will be needed. Verna also announced she would be

willing to resign at the end of the term from her SC consumer co-chair position to give others the opportunity to serve.

8. PSAN has a new executive director. It would be nice for them to attend an ACCR SC meeting and maybe join the SC.

Meeting Adjournment Time: 2:25 pm

ACCR SC Meeting minutes- 4/27/12 Start Time 1:00pm Approximate

Attending: Co-chairs Craig Dorin, Verna L. Johnson.

1. PMHCA Ad Vote:

Vote was completed via email and phone. Count 8-2 in favor of the PMHCA ad. The ad will cost \$250.00. Mike presented an image of what our ad would look like.

2. 2012-13 Budget Update: 11,400.00 spent so far this year - \$4000.00 maybe for other projects outstanding. Mike will know more by 2nd week in May.

3. Committee Reports:

- Grace Ann reported for QI
 - Food-\$800.00 Notetaker-\$72.00 Tool kits- \$2000-3520.00 500Wellness kits and a request of 225 needed. Kits are valued at approximately \$12.00
 - \$2000 budget for future. More request from other agencies.
 - Some organizations still need their tool kits so organizations cannot get more until those needs are filled.
 - SPA-presentation distribution Meg and Grace Ann will give out tool kits for service coordinators. 200-250 kits are promised.
 - It is believe that selling the kits to providers would not make sense and could cause challenges to PSAN our fiduciary and non profit status.
 - Working on guidelines for recovery oriented behavioral health service system.
 - Milestones of Recovery Tools (MORS) outcome used by providers and the county.

- 8. Chris Weis reported for PA:
 - Outside funding source for Sept. recovery fest.
 - Sponsor could be sought if funds not available; would have to have similar mission and focus
 - Sign-up of recruits for ACCR at conference tables raised some uncertainty of the follow-up process to gain them as members. It was

discussed that there is more need to follow up with persons interested in joining ACCR

- Denise Weis- TV show paid last year for PA. Only the TV show was never done. Station must be contacted.
- Membership
 - Membership is looking for places to present the ACCR Powerpoint for recruiting people.
 - Nursing homes mentioned for consideration. Not seen as a way to move the information forward to others.
 - Membership only two members a small committee.
 - Members outreach needed in Membership, Education, Public Awareness, SC all of ACCR.
- 10. Education
 - Words Matter Brochure: Distribution Plan has been devised focusing on selected providers as target audience. A packet containing cover letter and survey request will be used.
 - Survey to be completed as part of process to determine impact brochure may have. Online survey-prize to people that respond. Giant Eagle gift card, this prize could change.
- Consumer Provider Colaborative-Wes
 - March 20th dialogue at Wesley Spectrum was successful.
 - Pgh Pastoral Council Dialogue next Friday May 4th.
 - WPIC May 17th a trialogue scheduled 5:30-8pm
- Child and Family - Ryan
 - Train the Champion on Tue. June 26th. All day free training at HSAO Baldwin Southhills. Two panel discussion RTF and BHRS Wrap Around.
 - Looking to different providers to find champions to recruit. Want to give a sense of what recovery is- Identify people that would be good champions for recovery in their agency.
 - Recovery and Resiliency trainings for young people and families showed that hearing from persons with lived experience, their passion and hope speaking with purpose had the most powerful effect on people.
 - Child and Family has plenty of tool kits.
 - Meeting for C&F 2nd Tuesday of month to get family participation 10am-12pm. May change to 2pm/2:30pm. Location Panera Bread Oakland Blvd of Allies, which is up for debate also since some family members have meeting problems.

4. Change in Invoice Procedure –Verna taking over:

Verna reminded members that she will be handling the payments for ACCR. Members are asked to email her payment requests and copy Craig. Contracts or special purchases will be reviewed jointly by Verna and Craig.

5. SC Co Chair Term: Craig announced formally he will not run for the SC co-chair provider position. A successor will be needed. Verna also announced she would be willing to resign at the end of the term from her SC consumer co-chair position to give others the opportunity to serve.

6. Nomination of Charlene Saner:

The membership committee consumer co-chair Chari Frederick recommended Charlene for the position. However, the application paperwork was not available for review. Some debate as to the recommendation process and SC voting for nominees. It was believed that the recommendation was to be reviewed and voted upon by steering committee members. Since the specifics of the process were in question, it was decided that the vote would be tabled and the membership handbook would be consulted to clarify the proper procedure to be followed. This will be discussed at May 24th SC meeting.

7. Proposed Bylaw Amendments:

Change to the bylaws were introduced at the meeting so they can be discussed and voted upon in the next SC meeting.

A. Quorum Amendment # 1 introduced

The SC capacity is 29 members. There are 9 at large positions open. Currently the SC membership has 11 voting members. A quorum presently must be 10 members. The new amendment would allow 50% + 1 of the active voting member composition to be recognized as a quorum instead of the fixed number of 10. Members present agreed that such a change made since given the membership and attendance challenges that have been occurring.

B. Voting Process Amendment # 2 introduced:

Members not able to be present at SC meeting votes can cast votes via phone or email.

This will not be used as a means to discourage in-person attendance at the SC meetings. Rather it will be used to ensure the business of the steering committee will be able to occur despite attendance challenges.

These two amendments will be reviewed and voted on in May's SC meeting.

Wes Sowers will not be able to attend in May. He is voting yes to the amendments in this meeting today 4/27/12.

Meeting adjourned at 2:45pm