

ALLEGHENY COUNTY COALITION FOR RECOVERY
Steering Committee:
Minutes

Date: 7-29-2012

Co-Chair(s): Craig Dorin & Verna Johnson

Note taker: LaTacia Brentley

Attendees: Lori Ann Pace; Graceanne Stafford; Barbara Witherspoon; Charlene Saner; Meg Park; Dennis Hughes; Bill Boyce; Chari Frederick; Melissa Medice; James Kindler; Denise Weis & Brian Mountain (guest)

Brief Announcements: Craig will be stepping down as Provider Co-Chair and Verna will be running again. All that qualify are encouraged to run for the positions. OBH staff Mike, Meg and Bill can email or mail the forms when requested by phone.

Agenda Item: Website Update

Committee Goal Being Addressed: Accepting the web page design/structure

Discussion: The presentation for the new web design was thru Meg Park presented by Brian Mountain. Committee accepted the web page design/structure voted 10 – 3.

Action Item	Person Responsible	Target Date
Discussion for web page content to continue.	All	8-31-12

Agenda Item: Review of last month's minutes.

Committee Goal Being Addressed: Moved and seconded to be accepted.

Discussion: none further

Agenda Item: Chris Weis's nomination to SC in at large position.

Committee Goal Being Addressed: Vote

Discussion: Vote passed at 8 – 2

Agenda Item: Message Carrier Update

Committee Goal Being Addressed: The purchase of the table

Discussion: Committee agreed to purchase the table at \$150 w/ 10% being due 8-24-2012.

Action Item	Person Responsible	Target Date
Next meeting for the event is Monday 8-6-2012 @ 5:30	Verna Johnson	8-31-12
For more specific info or to volunteer contact Verna Johnson		

Agenda Item: Payment Process

Committee Goal Being Addressed: To have a more effective payment process.

Discussion: Members of ACCR should allow 2 1/2 weeks after a meeting before they start inquiring about not receiving a payment. The payment process has always been a work in progress with changes occurring as a result of solutions created.

Action Item	Person Responsible	Target Date
Meet with PSAN and discuss the payment process.	Mike	9-26-12
Ongoing dialogue with ACCR and OBH to resolve issues	Verna	

Agenda Item: Budget Update

Committee Goal Being Addressed:

Discussion: All budgets from the last fiscal year are in and we are now into the new fiscal year. Each committee must create a budget if they have not already for this new fiscal year.

Action Item	Person Responsible	Target Date
Each committee create budget for FY 2012-2013	Committee Co-Chairs	9-28-12

Agenda Item: Co-Chair Balance on the Committee

Committee Goal Being Addressed: SC is to decide the *definition* of Administrator/Provider

Discussion: Who can be considered a (n) Administrator/Provider?

Action Item	Person Responsible	Target Date
Be prepared to discuss *definition*	Co-Chairs	8-31-12

Agenda Item: ACCR Budgeting Process for FY 2012-2013

Committee Goal Being Addressed: To agree upon a Budget Planning Option

Discussion: Which options best suit our Mission and Purpose? The document on Budget Options is important in decision making process for future ACCR budget planning. All members of SC, Co-Chairs and members in committees have a vested interest in options selected.

Action Item	Person Responsible	Target Date
Discussion on options to continue	Steering Committee	8-31-12

Next ACCR Steering Committee Meeting:

Friday, August 31, 2012 12:30-2:30

Life's Works

1325 Forbes Avenue