

Allegheny County Coalition for Recovery

Steering Committee:

Minutes

October 25, 2013

Co-Chair(s): Dennis Hughes; Marci Sturgeon

Note taker: LaTacia Brentley

Attendees: David Fath; Angela Moffe; Meg Parks; Sarah Goldstein; Wes Sowers; Curtis Upsher; Barbara Witherspoon; Anthony Lucas; William Boyce; Mary Jo Dickson

Minutes reviewed and approved. :

Agenda Item: Review Last Month's Retreat

Committee Goal Being Addressed: Discussion

Discussion: The group discussed the outcome of the retreat. It was agreed across the group that the retreat went well. No one felt that anything should be done differently and all agreed to do the retreat next year same date, same place.

Action Item	Person Responsible	Target Date
Steering Committee to continue to do yearly retreat at Frick Park.	Group	09/01/14

Agenda Item: Special Project: QI Wellness Toolkit Assistant

Committee Goal Being Addressed: Review Position/ Vote

Discussion: QI would like to create an Assistant position to help with the follow up on the Wellness Tool-kits after the workshops. Assistant will be responsible for giving a report of their findings at the end of the sessions. There will be five sessions paying \$80 a session. Upon receipt of the report, \$100 will be paid to the Assistant for a total of \$500 for the entire project.

The Committee unanimously voted Yes to the position.

Action Item	Person Responsible	Target Date
QI will see if the Assistant designated can come speak with the SC	Austin & David	??

Agenda Item: Highlight: Public Awareness

Committee Goal Being Addressed:

Discussion: Public Awareness gave an update on their proposed project and discussed the obstacles with reaching their goal. Their committee has decided to change their project due to those obstacles.

Agenda Item: Recognition Dinner Update

Committee Goal Being Addressed: Next meeting announcement

Discussion: Dennis spoke to Mr. Barry Fischer and he agreed to speak for us.

Action Item	Person Responsible	Target Date
Next meeting: 11-21-13 , 2:30-4:00	Sub Committee	11/21/13

Agenda Item: Orientation Packet for new SC Members

Committee Goal Being Addressed: Co-Chairs to agree on a date

Discussion: Discussion regarding the best time to do orientation and who should do it. It was agreed to do the orientation before a SC meeting, preferably December's.

Action Item	Person Responsible	Target Date
To reach out to new Co-Chairs to see availability for orientation	Marci	??

Agenda Item: Highlight: November/December SC Meetings: time/frequency/dates

Committee Goal Being Addressed: Decision on holiday meeting schedule

Discussion: Chairs decided to combine November and December's meeting and agreed to have the combination meeting on Dec 13, 2013.

Action Item	Person Responsible	Target Date
Next SC meeting change	Group	12/13/13
NOTE: Add budgeting to December's agenda	Chairs	12/13/13
Final decision to be made regard Bi-monthly meetings	Group	12/13/13

Next Meeting :

December 13, 2013

Life works

1325 Forbes Ave

12:30-2:30