



**RECIPIENT RIGHTS ADVISORY COMMITTEE
MEETING MINUTES**

*Wednesday, December 8, 2021
Tuscola County Fair Midway Hall*

Committee Members Present: Joann H., Ken P., Justin S., John H., Shelby C.

Committee Members Absent: Marianne H.

Recipient Rights Office: Syndi N.

Public Present: None

| Topic | Key Discussion Points | Data Reviewed/Used | Action Steps/Responsibility |
|----------------------|---|---|---|
| Call to Order | The RRAC meeting was called to order by Ken P. at 9:33 a.m. | | |
| Old Business | Ken P. asked if the committee would approve the meeting minutes from September 08, 2021. | Handout given. | Justin motioned and Shelby supported to approve the minutes from September 08, 2021. |
| New Business | <ol style="list-style-type: none"> 1. Annual Report. 2. Public Notice for RRAC Meetings 3. Budget Report 4. Incident Report 5. Activity Report 6. Training on Recipient Rights Policies | <p>Handout given.</p> <p>Handout given</p> <p>Handout given</p> <p>Handout given</p> <p>Handout given.</p> <p>Copies of the policies given.</p> | <p>No recommendations.</p> <p>Dates approved</p> <p>Budget in good standing</p> <p>Reduction in most categories</p> <p>The average of complaints remains consistent. Activities of the ORR continue through virtual means.</p> <p>Syndi provided training on Recipient Rights Policies: Records Retention & Disposal; Treatment by Spiritual Means; Seclusion; Recipient Rights System; Right to Access</p> |

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|----------------------------|--|--------------------|--|
| | 7. Confidentiality Forms | Form given. | Entertainment Material, Information & News; Communication, Telephone, Visiting Rights Signed by attending members and will be mailed to any absent members. |
| Public comments | None | | |
| Meeting adjournment | Public meeting adjourned at 10:07 a.m. | | Ken P. adjourned meeting. |
| Next Meeting | March 09, 2022 at 9:30 am. | | Meeting will be held at the Midway Hall. |

NOTE: The committee shall consist of six (6) members and the membership shall be for a three (3) year term.

Respectfully Submitted by:

John Hunter