



**RECIPIENT RIGHTS ADVISORY COMMITTEE  
MEETING MINUTES**

Wednesday, September 7, 2022  
Midway Hall

**Committee Members Present:** John H., Ken P., Shelby C.

**Committee Members Absent:** Joann H., Justin S.

**Recipient Rights Office:** Cindy M. & Syndi N.

**Public Present:** None

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
<b>Call to Order</b>	The RRAC meeting was called to order by Ken P. at 9:35 a.m.		
<b>Old Business</b>	Ken P. asked if the committee would approve the meeting minutes from June 22, 2022.	Handout given	Shelby C. motioned and John H. supported to approve the minutes from June 22, 2022`.
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Budget review</li> <li>2. Activity Report</li> <li>3. Incident Reports</li> <li>4. Policy Review</li> </ol>	<p>Handout given</p> <p>Handout given</p> <p>Handout given</p> <p>Handouts given</p>	<p>Budget is in good standing.</p> <p>The average of complaints remains consistent. Site reviews and New Hire Trainings are being completed in person.</p> <p>Reduction in most areas.</p> <p>Syndi provided training on Recipient Rights Policies: Confidentiality &amp; Disclosure of Information, Duty to Warn, Least Restrictive Environment, Dignity &amp; Respect, Recipient Rights Officers</p>

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
	5. Discussion on recruitment of new member		Qualifications & Training, Restraint/Physical Management, Substance Use Disorder- Understanding Recipient Rights
<b>Public comments</b>	None		
<b>Meeting adjournment</b>	Dismissed at 09:51 am by Ken P.		
<b>Next Meeting</b>	<b>December 7, 2022 at 9:30 am.</b>		Meeting will be held Midway Building

NOTE: The committee shall consist of six (6) members and the membership shall be for a three (3) year term, ending in 3/2023.

Respectfully Submitted by:

John H.