



**RECIPENT RIGHTS ADVISORY COMMITTEE**  
**MEETING MINUTES**  
*Wednesday, March 8, 2023*  
*Midway Hall*

**Committee Members Present:** Lisa G., Justin S., Ken P., Shelby C., & John H.

**Committee Members Absent:** Joann H.

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

**Public Present:**

Topic	Key Discussion Points	Data Reviewed/ Used	Action Steps/Responsibility
<b>Call to Order</b>	The RRAC meeting was called to order by Ken at 9:32 a.m.		
<b>Old Business</b>	Ken asked if the committee would approve the meeting minutes from December 7, 2022.	Handout given.	John motioned and Justin supported to approve the minutes from December 7, 2022.
<b>New Business</b>	<ul style="list-style-type: none"> <li>• Budget Report</li> <li>• Activity Report</li> <li>• Incident Report</li> <li>• Training on Recipient Rights Polices</li> </ul>	<ul style="list-style-type: none"> <li>Handout given</li> <li>Handout given</li> <li>Handout given.</li> <li>Copies of Policies given</li> </ul>	<ul style="list-style-type: none"> <li>Budget in good standing.</li> <li>Increases due to an outlier.</li> <li>Reviewed the following policies: Change in Treatment, Comprehensive Examination, Sterilization/Abortion/Contraception, Residential Labor, Fingerprinting/Photographing/Audiotaping/Use of One-Way Glass, Personal Property &amp; Funds</li> </ul>

Topic	Key Discussion Points	Data Reviewed/ Used	Action Steps/Responsibility
	<ul style="list-style-type: none"> <li>• Election of Committee positions</li>   <li>• Recipient Rights Officer resignation</li> </ul>		<p>John motioned and Justin supported. All members agreed to the following:  Chairperson: Ken P.  Vice-Chairperson: John H.  Secretary: Shelby C.</p> <p>Reviewed that the Director must consult with RRAC about hiring a new Recipient Rights Officer. This should be documented in e-mail, closed session RRAC meeting minutes, etc..</p>
<b>Public comments</b>	None		
<b>Meeting adjournment</b>	Public meeting adjourned at 9:44 a.m.		Ken adjourned meeting.
<b>Next Meeting</b>	<b>June 14, 2023, at 9:30 am.</b>		Meeting will be held Midway Hall.

NOTE: The committee shall consist of six (6) members and the membership shall be for a three (3) year term, ending in 3/2026.

Respectfully Submitted by:

Shelby C.