



**RECIPIENT RIGHTS ADVISORY COMMITTEE**  
**MEETING MINUTES**  
*Wednesday, December 2, 2020*  
*Web via Webex*

**Committee Members Present:** Marianne H., Joann H., Ken P., Justin S., John H.

**Committee Members Absent:** JuWan D.

**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 Marianne H. at 9:40 a.m.		
<b>Old Business</b>	Marianne H. asked if the committee would approve the meeting minutes from September 23, 2020.	Handout given.	John motioned and Justin supported to approve the minutes from September 23, 2020`.
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Recipient Rights Assessment Outcome</li> <li>2. Annual Report.</li> <li>3. Public Notice for RRAC Meetings</li> <li>4. Budget Report</li> <li>5. Incident Report</li> <li>6. Activity Report</li> <li>7. Training on Recipient Rights Policies</li> </ol>	<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>Syndi reviewed the Assessment.</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 &amp; Disposal; Treatment by Spiritual Means; Seclusion;</p>

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	8. Confidentiality Forms		<p>Recipient Rights System;  Right to Access  Entertainment Material,  Information &amp; News;  Communication,  Telephone, Visiting  Rights</p> <p>Mailed to all members  with meeting packet.  Members were asked to  sign and return to TBHS  ORR,</p>
<b>Public comments</b>	None		
<b>Meeting adjournment</b>	Public meeting adjourned at 10:16 a.m.		Joann H. adjourned meeting.
<b>Next Meeting</b>	<b>March 10, 2020 at 9:30 am.</b>		Meeting will be held the Burnside Training Center Conference Room.

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

Respectfully Submitted by:

Marianne Harrington