



**RECIPIENT RIGHTS ADVISORY COMMITTEE**  
**MEETING MINUTES**  
*Wednesday, September 8, 2021*  
*Midway Hall, Caro, MI*

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

**Committee Members Absent:** Joann H., 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>	Called to Order at 9:36 am by John H.		
<b>Old Business</b>	John H. asked if the committee would approve the meeting minutes from June 28, 2021.	Handout given.	Marianne motioned and Justin supported to approve the minutes from June 28, 2021.
<b>New Business</b>	1. Recruiting new committee member.  2. Budget Review  3. Activity Report	  Handout Given  Handout Given	Discussion was held about recruiting a new committee member as JuWan has not been in attendance for this year. Attempts have been made to contact JuWan via telephone and mail, with an inability to reach him. Agreement was made to bring the recommendation to the TBHS Board of Directors.  Budget in good standing. Decrease in spending due to no traveling and virtual trainings that cost less than in person trainings.  Activities of ORR continue through virtual means.

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
	<p>4. Incident Report</p> <p>5. Training on Recipient Rights Policies.</p> <p>6. Mock Appeals Case</p>	<p>Handout Given</p> <p>Copies of policies given</p> <p>Copies of mock case file given</p>	<p>Increase in Self Harm due to an outlier.</p> <p>Reviewed the following policies: Confidentiality &amp; Disclosure of Information; Duty to Warn; Least Restrictive Environment; Dignity &amp; Respect; Recipient Rights Officers Qualifications &amp; Training; Restraint/Physical Management; Substance Use Disorder- Understanding Recipient Rights</p> <p>Review and Appeals decision given</p>
<b>Public comments</b>	None		
<b>Meeting adjournment</b>	Dismissed at 10:02 am by Ken P.		
<b>Next Meeting</b>	<b>December 8, 2021 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 3/2023.

Respectfully Submitted by:

John H.