



**RECIPENT RIGHTS ADVISORY COMMITTEE
MEETING MINUTES**

Wednesday, September 11, 2024
Burnside Training Center

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

Committee Members Absent: Joann 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 9:31 a.m.		
Old Business	Ken P. asked if the committee would approve the meeting minutes from June 12, 2024.	Handout given	Shelby C. motioned and Lisa G. supported to approve the minutes from June 12, 2024.
New Business	<ol style="list-style-type: none"> 1. Budget review 2. Activity Report 3. Incident Reports 4. Policy Review 	<p>Handout given</p> <p>Handout given</p> <p>Handout given</p> <p>Handouts given</p>	<p>Budget is on track.</p> <p>There was an increase in complaints, which is an on-going trend.</p> <p>There was an increase in Self-Harm, Verbal Aggression and Other due to one outlier. There was an increase in Physical Interventions due to one outlier. There was a decrease in medication refusal.</p> <p>Syndi provided training on Recipient Rights Policies: Least Restrictive Environment, Dignity & Respect, Recipient Rights Officers Qualifications & Training,</p>

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
			Restraint/Physical Management, Substance Use Disorder- Understanding Recipient Rights, Person-Centered Plan
Public comments	None		
Meeting adjournment	Dismissed at 9:43 am by Ken P.		
Next Meeting	December 11, 2024 at 9:30 am.		Meeting will be held at Burnside Training Center

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.