



RECIPENT RIGHTS ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, December 6, 2023
Burnside

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

Committee Members Absent: Ken P.

Recipient Rights Office: Syndi N., Cindy M.

Public Present: None

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
Call to Order	The RRAC meeting was called to order by John H. at 9:32 a.m.		
Old Business	John H. asked if the committee would approve the meeting minutes from September 06, 2023.	Handout given.	Shelby motioned and Justin supported to approve the minutes from September 06, 2023.
New Business	<ol style="list-style-type: none"> 1. Annual Report. 2. Public Notice for RRAC Meetings 3. Budget Report 4. Incident Report 5. Activity Report 6. Training on Recipient Rights Policies 	<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>Discontinued outcome number 5. One recommendation was given.</p> <p>Dates approved</p> <p>Budget in good standing</p> <p>Increases due to one individual.</p> <p>There was an increase in complaints.</p> <p>Syndi provided training on Recipient Rights Policies: Records Retention & Disposal; Treatment by Spiritual Means; Seclusion;</p>

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	7. Confidentiality Forms	Form given.	Recipient Rights System; Right to Access Entertainment Material, Information & News; Communication, Telephone, Visiting Rights, Person-Centered Planning Signed by attending members and will be mailed to any absent members.
Public comments	None		
Meeting adjournment	Public meeting adjourned at 10:08 a.m.		John H. adjourned meeting.
Next Meeting	March 13, 2024 at 9:30 am.		Meeting will be held at Burnside.

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

Respectfully Submitted by:

Shelby C.