



**RECIPENT RIGHTS ADVISORY COMMITTEE
MEETING MINUTES**
Wednesday, September 23, 2020
Burnside Training Center
Conference Room

Committee Members Present: Marianne H., Joann H., John H., Justin S., Ken P., JuWan D.
Committee Members Absent: None
Recipient Rights Office: Syndi N.
Public Present: None

Topic	Key Discussion Points	Data Reviewed/Used*	Action Steps/Responsibility
Call to Order	The meeting start time: 9:35 a.m.		
Old Business	Ken asked if the committee would approve the minutes of June 10, 2020.	Hand out given	John motioned and Marianne supported to approve the June 10, 2020 minutes.
New Business	<p>The Office of Recipient Rights, Syndi N. reviewed the following report with the committee:</p> <ul style="list-style-type: none"> ➤ Budget Report ➤ Incident Report: categories ➤ Activity Report ➤ Review of By-Laws ➤ Review of Policies ➤ Advisory and Appeals Training 	<p>Hand out given.</p> <p>Hand out given</p>	<p>Budget is reviewed and on file.</p> <p>Report reviewed.</p> <p>Recommendation for ORR to contact Prosecutor.</p> <p>No changes requested.</p> <p>Syndi facilitated Advisory and Appeals Training. Marianne requested a mock appeal to be done at a future meeting.</p>

Topic	Key Discussion Points	Data Reviewed/Used*	Action Steps/Responsibility
Public comments	None		
Meeting adjournment	Public meeting adjourned at 10:57 a.m.		Ken made the motion to adjourn the meeting.
NEXT MEETING	December 2, 2020	Meeting time is at 9:30 a.m. Place of meeting will be held at the Burnside Training Center.	When a change in time or meeting place has occurred, the members shall be notified.

NOTE: The committee shall consist of six (6) members and the membership shall be for a three (3) year term, ending in 03/20.

Respectfully Submitted by: Marianne Harrington