



**RECIPIENT RIGHTS ADVISORY COMMITTEE  
MEETING MINUTES**

Wednesday, June 4, 2025  
TBHS Training Center  
129 East Burnside Street, Caro, MI

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

**Committee Members Absent:** None

**Recipient Rights Office:** Victor Gomez & Cindy Mitchell

**Public/Guest Present:** Kathy G.

Topic	Key Discussion Points	Data Reviewed/Used	Action Steps/Responsibility
<b>Call to Order</b>	The Recipient Rights Advisory Committee meeting was called to order by Chairperson Shelby C. at 9:30 am.		
<b>Old Business</b>	Shelby C. asked for a motion to approve the meeting minutes from March 12, 2025.	Handout provided.	Ken P. motioned and Justin S. supported to approve the March 12, 2025 meeting minutes as mailed.
<b>New Business</b>	<ul style="list-style-type: none"> <li>Review of Semi-Annual Report</li> <li>Budget Report</li> <li>Activity Report</li> <li>Incident Report</li> <li>Recipient Rights Conference being held on September 16-19, 2025 in Kalamazoo, MI.</li> <li>Training on Recipient Rights Polices</li> </ul>	<p>Handout provided.</p> <p>Handout provided.</p> <p>Handout provided.</p> <p>Handout provided.</p> <p>Conference brochure not yet available.</p> <p>Copies of Policies were provided.</p>	<p>Number of complaints were down from previous years. We think it may be due to the transition in Recipient Rights Officers.</p> <p>Budget in good standing.</p> <p>Remains consistent.</p> <p>Questions were asked and answered regarding activity.</p> <p>Will forward brochure on to members once it becomes available. Please let Victor know if interested in attending.</p> <p>Victor reviewed the following Recipient</p>

<b>Topic</b>	<b>Key Discussion Points</b>	<b>Data Reviewed/Used</b>	<b>Action Steps/Responsibility</b>
			Rights Policies: Informed Consent: Medication Administration/Stop Order; Psychotropic Medications; Services Suited to condition; Freedom of Movement Confidentiality & Disclosure of Information; Duty to Warn.
<b>Public comments</b>	None		
<b>Next Meeting</b>	<b>September 10, 2025, at 9:30 am.</b>		Meeting will be held TBHS Training Center, located at 129 East Burnside Street, Caro, MI.
<b>Meeting adjournment</b>	Public meeting adjourned at 9.57 a.m.		Shelby C. adjourned meeting.

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:

Lisa G.