



**RECIPIENT RIGHTS ADVISORY COMMITTEE
MEETING MINUTES**
Wednesday, December 10, 2025
TBHS Training Center
129 East Burnside Street
Caro, MI 48723

Committee Members Present: Shelby C., Ken P., Justin S., John H., and Becky S.

Committee Members Absent: Lisa G.

Recipient Rights Office: Victor G. and 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 Chairperson Shelby C. at 9:31 a.m.		
Old Business	Chairperson Shelby C. asked if the committee would approve the meeting minutes from September 10, 2025.	Handout provided.	Ken motioned and Justin supported to approve the meeting minutes from September 10, 2025.
New Business	<ol style="list-style-type: none"> 1. Welcome New Member 2. Public Notice for RRAC Meetings dates for 2026. 3. Annual Report. 4. Budget Report 5. Incident Report 6. Activity Report 7. Training on Recipient Rights Policies 	<p>Handout provided.</p> <p>Handout provided.</p> <p>Handout provided.</p> <p>Handout provided.</p> <p>Handout provided.</p> <p>Copies of the policies were provided. Handout on all policy</p>	<p>Welcome to Becky Stadler who was appointed to this Committee by the TBHS Board of Directors at their November meeting.</p> <p>June date was changed from the 10th to June 3, 2026.</p> <p>No recommendations were given.</p> <p>Remains consistent.</p> <p>Remains consistent.</p> <p>Remains consistent.</p> <p>Provided Recipient Rights Policies: Records Retention & Disposal; Treatment by Spiritual</p>

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	8. Confidentiality Forms	changes were distributed. Form provided for signatures.	Means; Seclusion; Recipient Rights System; Right to Access Entertainment Material, Information & News; Communication, Telephone, Visiting Rights, Change in Treatment Signed by attending members.
Public comments	None		
Meeting adjournment	Public meeting adjourned at 9:53 a.m.		Chairperson Shelby C. adjourned meeting.
Next Meeting	March 11, 2026 at 9:30 am.		Meeting will be held at TBHS Training Center at 129 East Burnside Street, Caro, MI.

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 in the absence of Michelle G.,

Cindy Mitchell
Recipient Rights Advisor