

# Meeting Minutes Steering Committee Area L

**Date:** August 23, 2005

**Start time:** 2 PM Central time

**Location:** CBO conference room, Panama City

**End time:** 4 PM Central

**Meeting number:** 1

<b>Attendees:</b> Anita Reddish	Winter McClemore
Hector Vargas	Glenn Lord
Alma Sanders	Nilda Barreto
Pedro Velez	Peter Prater
Santiago Rosa Carcino	Lynne Daw
Kelvin Ellis	Lynn Renaud
Susan Prater DeBeaugrine	Lorraine Bruce

## **Key Points:**

### *First 30 minutes:*

- ◆ Introductions of new members
- ◆ Explanation of the agenda
- ◆ Members were reminded about the responsibilities of the organization
- ◆ Changes in the composition of the Steering Committee
- ◆ Appointment of Chair and Co-Chairpersons was discussed
- ◆ Anita Reddish gave a short note to the AQL to share with other people

### *Bulk of the meeting:*

- ◆ Lynne Daw introduced group to Personal Outcomes
- ◆ Power Point presentation on Personal Outcomes
- ◆ Susan DeBeaugrine, from Delmarva, commented on the relationship between the Delmarva review and the Personal Outcome Measures

### *Last 30 minutes:*

- ◆ Discussion of possible topics for the project
- ◆ Preventive health seemed to be the preferred topic for the project
- ◆ Education on resources to involved parents of consumers seemed to be another concern

- ◆ Explanation of the process to implement the project
- ◆ Discussion on communication systems among the committee members
- ◆ Glenn Lord, from Community Based Options, offered a web based mail system for the members to log in and communicate with each other at no cost
  - AQL is yet to get with Glenn for details
- ◆ Conference calls were discussed as a way to minimize the cost of gas and reach out to as many members as possible, AQL is to research the set up of conference calls and its cost and present to Program Administrator for consideration

**Next meeting date:** Tuesday, September 13, 2005

**Time:** 2 - 4 PM Eastern Time, 1-3 PM Central Time

**Location:** HMS office, Tallahassee (Lynn Renaud)

**Next meeting agenda:**

- Project selection
- Data from Delmarva about preventive healthcare

**Recorder:** Nilda Barreto