



**AREA 3 STEERING COMMITTEE AND ADVISORY GROUP
MEETING MINUTES –WEDNESDAY, MARCH 22, 2006**

Jeb Bush,
Governor
..
Shelly Brantley,
Director
..
District 3 Office
..
P.O. Box 390,
I/O 18
Gainesville,
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(352) 955-5793
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Attendance:

Steering Committee Member Present: ; Jim Smith (APD-Area 3); Shelley Voelker (FCC Member); Fred Pratt (Consumer/Self-Advocate); John Conneely (Bradford ARC); Cynthia Tyson (APD-Area 3)

Advisory Members: Brenda Sweat (Service Options Unlimited); (Lucy Degenhardt (APD); Bobbie Lake (CCS)

Absent Members: Dick Bradley; Linda Butler; Corie Chae; Diane Clark; Loretta Clark; Jimi Daniels; Joyce Daniels; Jeffrey Frazier; Mary Habig; Mike Hutley; Peter Johnson; Angela Jones; Meribeth Larsen; Jane McFarland; Melinda Morrison; Patrick Mulvihill; Alice Reshard; Mick Royal; Larry Smail; Terry Smith; Jim Whittaker

Others Present: Sandra Cooper (APD-Area 3); Vernita Hughes (AQL Leader); Ed Rousseau (APD-Headquarters)

This was the eighth meeting of this committee.

Introduction/Approval of Minutes: Mr. Conneely opened the meeting by asking the committee members to review the minutes. Minutes reviewed. No corrections noted. Motion to accept and approve the minutes.

Announcements:

- “Stand-Up-For-Me training will be held in Tampa on March 27, 2006.
- IQC meeting will be held in Tallahassee next week. Ms.Vernita Hughes and Ms. Shelly Voelker will present at the IQC meeting.
- Quality Symposium scheduled for June 13, 2006. Mr. Smith will forward names of potential location for the symposium to be held to Mr. Rousseau. The symposium is sponsored by The Council and Central Office. Core trainers for Personal Outcome Measures will participate. The submission deadline for the Tool Box and Poster Display Exhibits is May 1, 2006. Stakeholders involved in quality initiatives including people receiving services, families, provider organizations, support coordinators, APD staff and other partners are eligible to participate in the Tool Box and Poster Display. Awards will be given for the most creative submission. Motion by Mr. Jim Smith for Steering Committee to submit poster. Motioned 2nd by majority with one opposed. Motion carried by majority vote. Mr. Smith will chair the committee to design a poster. Ms. Hughes and Ms. Tyson volunteered to be a part of the committee to develop the poster. Draft poster will be presented at the next meeting.



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Review and Discussion of Rights Curricula: The Thomas Grady Service Center “Rights and Responsibilities” information provided to the group. A representative from the Thomas Grady Service Center has offered to come to Florida to provide a training session with consumers. The participants in the program provide the training. Mr. Smith suggested an area-wide presentation inviting providers and consumers. Mr. Lake would like to have the training on video. Additional information forthcoming with possible target date, travel arrangement and accommodations for the participants from the Thomas Grady Service Center; length of the presentation and whether the training is available on video. Mr. Conneely suggested that the video would be an excellent inservice tool to have available. Mr. Conneely stated ARC of Bradford is in the process of rewriting current policies and procedures. They are also adapting the policies used by the Thomas Grady Service Center because the policies are geared toward the consumers understanding. Mr. Conneely will bring copies of the policies to the next meeting.

Continue Development of Action Plan:

Committee members were previously provided copies of the rights training for Positive Image, Service Option and The Thomas Grady Service Center to use as a guideline for developing a curriculum to be used area-wide.

The current data from Delmarva distributed. The data reveals a decrease in exercising rights. Committee members expressed concerns with how Delmarva measures the data and types of questions asked during the Delmarva reviews. Discussion of ways to communicate rights to consumers.

Mr. Conneely asked the committee to research the website and compile a list of available resource to share at the next meeting. Delmarva and DD council now has an enhanced website available. Mr. Smith also suggested implementing a “Right of the Month”. Mr. Conneely will contact the State ARC for additional information.

Next step for the committee will be to develop the “Right of the Month” that will include the responsibility as well as identify the right. This will be developed through the APD website or Family Care Council website. The “Right of the Month” will start with a kick-off session. Mr. Smith will work with a sub-committee to develop the template for the website. Committee members will decide who will be the gatekeeper of the website. Ms. Sweat suggested getting the information out to providers for suggestions prior to developing the website. Ms. Sweat and Ms. Voelker volunteered to solicit ideas and gather provider input.



agency for persons with disabilities
State of Florida

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Agenda for Next Meeting/Future Meeting Date

The next scheduled Steering Committee meeting will be held on Wednesday, April 19, 2006 from 3:00PM until 5:00PM in the Tacachale Administration Conference Room.

