



**AREA 3 STEERING COMMITTEE AND ADVISORY GROUP
MEETING MINUTES –WEDNESDAY, APRIL 19, 2006**

Jeb Bush,
Governor
..
Shelly Brantley,
Director
..
District 3 Office
..
P.O. Box 390,
1/O 18
Gainesville,
Florida
32602-0390
..
(352) 955-5793

Fax: (352) 955-7190

Attendance:

Steering Committee Member Present: ; John Conneely (Bradford ARC); Jim Smith (APD-Area 3); Shelley Voelker (FCC Member); Fred Pratt (Consumer/Self-Advocate); Cynthia Tyson (APD-Area 3); Corie Chae (WSC); Diane Clark (Blessed Children Training Center); Loretta Clark (Consumer/Self-Advocate)

Advisory Members: Dick Bradley (Alachua ARC); Brenda Sweat (Service Options Unlimited);(Lucy Degenhardt (APD); Bobbie Lake (CCS); Patrick Mulvihill (UF Transition Center)

Absent Members: Linda Butler; Jimi Daniels; Joyce Daniels; Jeffrey Frazier; Mary Habig; Mike Hutley; Peter Johnson; Angela Jones; Meribeth Larsen; Jane McFarland; Melinda Morrison; Alice Reshard; Mick Royal; Larry Smail; Terry Smith; Jim Whittaker

Others Present: Sandra Cooper (APD-Area 3); Vernita Hughes (AQL Leader); Donna Carle (APD-Area 3); Delores Robinson (APD-Area 3); Catherine Jones

This was the ninth meeting of this committee.

Introduction: Mr. Pratt opened the meeting by asking the committee members to introduce themselves.

Announcements:

- Ms. Hughes provided feedback on the AQL presentation in Tallahassee last month. Ms. Voelker provided an outstanding presentation. Ms. Hughes presented on Mr. Conneely’s behalf.
- Ms. Hughes received an email from Delmarva about attending future meetings of the Steering Committee/Advisory Group.
- Core Competency Training up and running. All providers are required to have completed the training by June. The first training session is scheduled for Levy ARC on April 20, 2006. Approximately 50 people are registered.
- Yellow Notebook sessions scheduled for Friday, April 21, 2006 at Staff Development and Saturday, April 22, 2006 at the Health Department.
- Quality Symposium scheduled for June 13, 2006.

Approval of Minutes:

Minutes reviewed. No corrections noted. Motion to accept and approve the minutes.



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Implementation of Rights Curricula: Ms. Hughes received an email from the Director of The Thomas Grady Service Center in response to her request for training assistance. The Thomas Grady Service group is making plans to come to Florida to provide the training and are working on the funding details.

Ms. Sweat prepared a draft letter to send to providers to solicit feedback for the rights curricula and to provide information about the implementation of a “Rights of the Month” to ensure consumers’ are aware of their rights. The purpose of the letter is to engage providers’ input and to explain how involvement in this will benefit providers.

Other ways to inform providers/consumers about the “Right of the Month”.
These include:

- Develop a questionnaire to receive input from providers
- Develop a calendar
- Include information in APD Quarterly calendar
- Develop an APD website
- Provide examples of the rights for consideration
- Send list of rights to providers to prioritize

Ms. Hughes informed the committee that she had discussed the rights curricula briefly at the Provider meeting held this morning. Mr. Basker sent an email providing his opinion on what rights he feel are important. Mr. Basker also requested that a representative from the Local Advocacy Committee participate as part of the Steering Committee -Advisory Group.

Mr. Conneely reported that he had searched the website for free information on rights training. Information available on the web is very limited. He also contacted the State ARC to solicit response from other ARC agencies

Next Steps in Action Plan:

Next step for the committee to send out letter prepared by Ms. Sweat to providers to solicit their support.

Ms. Voelker will take the lead on preparing a draft list of rights to share with consumers/providers at the Yellow Notebook training scheduled for April 21st and 22nd. She will use the list from Florida Statutes 393.

Mr. Smith requested that the Strategic Action Plan be updated..



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Continued Business:

- **Quality Symposium** – Two sessions: 1st session in Ocala at the Hilton Hotel on June 13, 2006 from 9AM until 3:45. Second session in Ft. Lauderdale at the Holiday Inn Express from 9AM until 3:45PM.
- **Poster** – Deadline for poster submission is May 10, 2006.
- **Bradford ARC (John) Presentation** - Mr. Conneely provided a copy of the ARC of Bradford County policy on Rights and Responsibilities of People Receiving Services. A copy of the training book with picture display was shared with the group. There are 3 disks available for anyone interested in getting a copy.

Other:

Ms. Hughes asked for suggestion on how to get more interested participants involved in this meeting. Some suggestions:

- More outreach and self advocate
- Advertisement (APD website and community announcements)
- Mr. Pratt agreed to go out and speak to folks as a consumer/advocate to explain the purpose of the Steering Committee.
- Symposium to invite consumers
- Address transportation problems for consumers

Agenda for Next Meeting/Future Meeting Date

The next scheduled Steering Committee meeting will be held on Wednesday, May 24, 2006 from 3:00PM until 5:00PM in the Tacachale Administration Conference Room.