



agency for persons with disabilities  
State of Florida

## AREA 3 STEERING COMMITTEE AND ADVISORY GROUP MEETING MINUTES –WEDNESDAY, July 19, 2006

Jeb Bush,  
Governor

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Shelly Brantley,  
Director

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District 3 Office

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### Attendance:

**Steering Committee Member Present:** ; John Conneely (Bradford ARC); Shelley Voelker (FCC Member); Fred Pratt (Consumer/Self-Advocate); Jim Smith (Area Administrator); Corie Chae (Waiver Support Coordinator)

**Advisory Members:** Dick Bradley (Alachua ARC); Bobbie Lake (Comprehensive Community Services); Patrick Mulvihill (The Transition Center); Larry Smail (Waiver Support Coordinator); Brenda Sweat (Service Options Unlimited)

**Absent Members:** Linda Butler; Diane Clark; Loretta Clark; Jimi Daniels; Joyce Daniels; Lucy Degenhardt; Mary Habig; Mike Hutley; Peter Johnson; Angela Jones; Meribeth Larsen; Jane McFarland; Melinda Morrison; Alice Reshard; Mick Royal; Terry Smith; Jim Whittaker

**Others Present:** Vernita Hughes (AQL Leader); Kerry Kahn (APD-Area 3); Mark Brown (Brown Supports & Services)

This was the twelfth meeting of this committee.

**Introduction:** Mr. Connelly opened the meeting by welcoming everyone, and attendees made introductions.

### Announcements:

- Ms. Hughes reminded the committee of the upcoming 2-day CQL Quality Enhancement Workshop titled “The Place That Quality Built, August 14-15, 2006. The workshop is limited to 25 participants to be divided between Area 3 and Area 13. Jill Westring from The Council will be the presenter. The workshop will be held at the Alachua County Health Department. Members who volunteered to participate are John Conneely, Brenda Sweat and Corie Chae. Area 3 workshop participants have been sent letters of confirmation for participating.
- Family Network on Disabilities of Florida, Heart and Hope Statewide Family Conference, Saturday, August 19, 2006, 8:00 AM to 4:30 PM at the Hilton St. Petersburg Bayfront.
- Ms. Hughes announced an e-mail from Steve Dunaway at Central Office regarding an opportunity to request technical assistance from federal level partners as part of the Real Choice QA/QI Grant.



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- The committee agreed to request technical assistance on ways to disseminate information to stakeholders from the steering committee. Also, would like to know if the technical assistance is available to providers.
- Shelly Voelker announced and shared a flier on an evening of soccer event on August 10<sup>th</sup>, being sponsored by the Gainesville Soccer Alliance, McDonald's and Shands Rehab Centers for Kids at Magnolia Parke.

**Approval of Minutes:**

Minutes reviewed for June 21, 2006 meeting. With noted corrections. Motion to accept and approve the minutes.

**Subcommittee Report:** The subcommittee group met June 23, 2006 and as a result of that meeting distributed to the committee information from websites regarding products available for promotion activities. The subcommittee wants to teach consumers ways to distinguish between respect and disrespect. The subcommittee has given thought to ways to present the concepts. They are more interested in teaching particular behaviors and skills with regards to respect. People First Language is an integral part in teaching behaviors of respect. Handouts on People First Language were distributed to the committee. The subcommittee asked the Area Administrator if there is money available to assist with presenting the Right of the Month. Mr. Smith asked if there was an amount that they are requesting. Stated he will be meeting with the budget person tomorrow and can see what might be set aside. The subcommittee has brainstormed scenarios for presenting the Right of the Month. Promotional activities presented included things, such as playing games, purchasing posters for display, and post on website promotional things available. Ms. Sweat suggested wristbands be made available for purchase. Also, Mr. Smith suggested that there be a kick-off event for the Right of the Month project. It was recommended that website postings of information on the Right of the Month be done on the APD Area 3 Website in Word and on the Area 3 Family Care Council website. Mr. Smith agreed to submit the committee's idea to the APD Webmaster.

It was suggested by Ms. Voelker and agreed on by the committee that the next Right of the Month would be "Choosing Daily Routines". Subcommittee member participants expressed a lack of attendance at their meetings and would like to solicit volunteers.



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#### **Reappointment and Selection of New Chairperson:**

Ms. Hughes made the committee aware of the lack of attendance on the part of some committee members. Some members asked if they can contact potential members regarding submitting an application. They were informed to have interested stakeholders to contact Ms. Hughes for an application.

Mr. Conneely reminded the committee that they were asked to have given thought to a new chairperson being elected. Ms. Hughes reviewed Steering Committee and Advisory Group Guidelines regarding tenure of officers. Mr. Conneely declined continuing as chairperson. It was motioned and approved for Fred Pratt as chairperson and Shelly Voelker as co-chairperson.

#### **Other:**

Committee members designated to attend the CQL workshop have not yet received letters of confirmation. Ms. Hughes will check with Delores Robinson regarding the letters.

Committee proposed agenda items for August meeting: Kick-off Event for Right of the Month; and Subcommittee Report.

#### **Agenda for Next Meeting/Future Meeting Date**

The next scheduled Steering Committee meeting will be held on Wednesday, August 16, 2006 from 3:00PM until 5:00PM and location to be determined.