



agency for persons with disabilities
State of Florida

**AREA 3 STEERING COMMITTEE AND ADVISORY GROUP
MEETING MINUTES –WEDNESDAY, JULY 25, 2007**

Charlie Crist,
Governor

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Jane E. Johnson,
Agency Director

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Area 3 Office

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Attendance:

Steering Committee Member Present: Fred Pratt (Consumer/Self Advocate); Jim Smith (APD); Cynthia Tyson (APD)

Advisory Members: None

Absent Members: Dick Bradley, Linda Butler, Corie Chae, Diane Clark, Loretta Clark, John Conneely, Jimi Daniels, Joyce Daniels, Lucy Degenhardt, Jeffrey Frazier, Mike Habig, Mike Hutley, Peter Johnson, Angela Jones, Bobby Lake, Meribeth Larsen, Jane McFarland, Melinda Morrison, Patrick Mulvihill, Alice Reshard, Mick Royal, Larry Smail, Terry Smith, Brenda Sweat, Shelly Voelker, Jim Whittaker

Others Present: Delores Robinson (APD); Vernita Hughes, (APD) Sandra Cooper (APD)

This was the twentieth-second meeting of this committee.

Introduction: No visitors; no introductions needed.

Announcements:

- ADA Expo – July 26, 2007 from 12:00PM until 4:00PM. Cynthia and Sylvia will do a presentation.

Approval of Minutes:

Minutes of the June 27, 2007 meeting reviewed. Motion to accept and approve the minutes with the no changes.

Website Update:

- Fred has submitted the information for the right of the month for August for “Right to best possible healthcare”.
- Survey for feedback on the right of the month has been sent out. Jim will compile the information from the feedback and share with committee members.

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Website Update (continue):

- Vernita will forward minutes of the Steering Committee/Advisory Group to update the website. Jim also suggested updating the pictures on the website.

Strategic Plan

- Jim provided feedback from the Strategic Planning meeting where he is serving as a participant of the committee. Staff of the Central Office held the preliminary meeting July 24, 2007.
- The agency has hired consultant Bruce Berger who has expertise in the development of strategic plans. The information from the 7/24/07 meeting will be provided to the Statewide Leadership Team at the August 29th meeting in Tallahassee.
- Regional workshops will be held to get feedback.
- The plan is expected to be complete by November 2007.

Delmarva Preliminary Report

- Concern with data presented by Delmarva at the quarterly meeting held on July 9, 2007.
- Completed a survey sent out by Tallahassee for input about the performance of Delmarva for the past 12 months. Feedback forwarded to Ed Rousseau.

Business Infrastructure

- SCORE will attend and present at the August meeting. Jim suggested that an email be sent to SCORE with an outline of the type of assistance the committee is looking for. The email should include:
 - 1) Description of program
 - 2) The committee's view of what we would like to get from them-material should be tailored to our providers.
 - 3) How to develop curriculum/program and how to evaluate.

Vernita and/or Delores will forward an email to SCORE with the request.

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Committee Chairperson:

- Postpone discussion. Fred has agreed to remain on for the next 2 months.

Agenda for Next Meeting/Future Meeting Date:

Agenda items to be included for the next meeting are:

- 1) Delmarva Data Update
- 2) SCORE Presentation
- 3) Survey (Right of the Month Project) .

The next scheduled Steering Committee meeting will be held on Wednesday, August 22, 2007 from 3:00PM until 5:00PM in the APD Conference Room.