



agency for persons with disabilities
State of Florida

**AREA 3 STEERING COMMITTEE AND ADVISORY GROUP
MEETING MINUTES –WEDNESDAY, AUGUST 22, 2007**

Charlie Crist,
Governor

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Jane E. Johnson,
Agency Director

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Attendance:

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

Advisory Members: Dick Bradley (AARC); Lucy Degenhardt (APD); Jane McFarland (APD); Alice Reshard (AHCA)

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

Others Present: Charlotte Millsaps-Herman, Counselor-SCORE; Delores Robinson (APD); Vernita Hughes, (APD); Sandra Cooper (APD)

This was the twentieth-third meeting of this committee.

Introduction: Mr. Pratt opened the meeting by welcoming everyone and attendees made introductions.

Announcements:

- No announcements.

Approval of Minutes:

Motion to accept and approve the minutes of July 25, 2007 with the no changes.

Website Update:

- Right of the Month information for August has been posted on the website.

Delmarva Data Update

- No new data is available. Data from 7/06 thru 3/07 is the most current data posted.
- Ms. Hughes will contact Steve Dunaway in Central Office to get assistance with getting current data from Delmarva.

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SCORE Presentation

- Charlotte Millsaps-Herman, Counselor with SCORE Chapter 408 provided a power-point presentation about their agency and the services offered. Highlights of Ms. Millsaps-Herman's presentation entitled "How To Really Start Your Own Business" included:
 - Description of the services offered by their agency
 - Worldwide connection with approximately 400 chapters
 - Office location – Sun Center in downtown Gainesville
 - Local website: www.scoregainesville.org
 - National website: www.score.org
 - Upcoming workshops. Handouts with dates and times distributed to all participants.
- Committee thanked Ms. Millsaps-Herman for her presentation.
- Committee further discussed ways of getting providers involved and ways of sharing this information with providers to encourage them to utilize the services offered by SCORE.
- Mr. Smith will prepare a business plan goal to be presented at the September 2007 meeting. He will also send out a survey to providers requesting feedback on the type of areas they would like to receive training to better the operation of their business.
- Ms. Robinson would like for SCORE to present a Business Plan workshop.

Survey (Right of the Month Project)

- Surveys sent to approximately 150 providers. Received response from 5 providers. In order to try and obtain more feedback, surveys will be distributed at provider and WSC meetings.

Other

- Discussion of low member participation in the meetings and ways to get more member participation. Suggestions:
 - Set up phone conference for scheduled meetings.
 - Travel to other locations area-wide to conduct the meetings.
 - Scheduled quarterly meetings instead of monthly meetings.

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- A letter was sent to current members asking if they are still interested in serving on this committee and if they are considering resigning their position, to consider recommending a replacement. A second letter will be sent to committee members.
- Ms. Hughes will contact Mr. Dunaway about low member participation and to see how other committees are doing statewide.
- Mr. Pratt informed the committee the September meeting will be his final and last meeting as chairperson. He will still participate in the meetings but not as the chair.

Agenda for Next Meeting/Future Meeting Date:

Agenda items to be included for the next meeting are:

- 1) Delmarva Data Update
- 2) Right of the Month
- 3) Membership – Future Direction
- 4) Chairperson

The next scheduled Steering Committee meeting will be held on Wednesday, September 19, 2007 from 3:00PM until 5:00PM in the APD Conference Room.