

**Shiawassee County Community Mental Health Authority
Recipient Rights Advisory Committee Minutes
January 21, 2016**

Members Present: Millie Bateman, Joan Durling, Joan Hartson, Jeanne Ladd, Arnie Larkins, Dale Roszman, Robyn Spencer(Chair)

Members Absent: Susan Bettys, Zachary Honsinger, Laurel Robb

Others Present: Rebecca Browne, Rights; Jamie Burke (Minutes); Lindsey Hull, Interim CEO

Topic	Key Discussion	Actions
1. Call to Order		The meeting was called to order by Chairperson R. Spencer at 12:29 p.m.
2. Approval of the Agenda	Review of the January 21, 2016 Recipient Rights Agenda.	MOTION BY DURLING, SUPPORTED BY LADD to approve the January 21, 2016 Recipient Rights Agenda. All ayes, motion carried.
3. Public Comment	No comment.	
4. Welcome New Committee, Laurel Robb	Laurel Robb was not present.	MOTION BY LADD, SUPPORTED BY DURLING for R. Browne to send a letter to Laurel Robb welcoming her to the committee. All ayes, motion carried.
5. Educational Presentation a. Gentle Teaching – Joe Lumsden	J. Lumsden presented to the Recipient Rights Advisory Committee information regarding the newest training provided by SCCMHA. J. Lumsden informed the Committee the goal of this training is to create a culture around teaching others to feel safe, loved, and engaged while forming a relationship of community with the client.	Informational; No action required.
Standing Agenda Items		
6. Review and Approval of Minutes	The Recipient Rights Committee reviewed the minutes from the October 15, 2015. The Recipient Rights Committee reviewed the minutes from the December 10, 2015.	MOTION BY LARKINS, SUPPORTED BY LADD to approve the minutes from the October 15, 2015 and December 10, 2015 Recipient Rights Advisory Committee meetings. All ayes, motion carried.
7. Data Review a. Recipient Rights Activity Report b. Recipient Rights Complaint Report	The Recipient Rights Advisory Committee reviewed and discussed the FY2016 1 st quarter Activity report and the FY2016 1 st quarter Complaint Report.	Informational; no action required.
7. Training Review	The Recipient Rights Advisory Committee reviewed the training data, which is included in the Activity Report covering the period of October 2015 through December 31, 2015.	Informational; no action required.

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8. Policy Review	<p>The Recipient Rights Advisory Committee reviewed and discussed the 2015 Annual Policy Statement Review which had been postponed from the December 2015 meeting.</p> <p>D. Roszman asked the about “Sentinel Event” policy. Interim CEO Lindsey Hull provided the committee with the definition of a Sentinel Event.</p>	<p>MOTION BY ROSZMAN, SUPPORTED BY LADD to accept the FY2015 Recipient Rights Policy Review Statements. All ayes, motion carried.</p> <p>ACTION: R. Browne will distribute the “Sentinel Event” policy for review at the April 2015 Recipient Rights Advisory Committee meeting.</p>
9. Monitoring	R. Browne reported the Rights Office continues to monitor through attending SIP meetings and Group Home Meetings.	Information; no action required.
10. Community Awareness	No new information at this time.	
11. Recommendations	The Recipient Rights Advisory Committee has no recommendations at this time.	
12. Questions	The Recipient Rights Advisory Committee has no questions at this time.	
Old Business		
1. Update on Recipient rights Database	The Office of Recipient Rights is fully utilizing the SHIMER rights database as of October 1, 2015. R. Browne will be testing the system to generate the semi-annual report due June 30, 2016.	Information; no action required.
2. Recipient Rights Advisory Committee membership	R. Browne stated that she continues to recruit new members for the Recipient Rights Advisory Committee. R. Browne states that it is beneficial to have members from different populations.	Information; no action required.
New Business		
1. MDHHS – Office of Recipient Rights, CMHSP Annual Monitoring Form FY2015	R. Browne presented the completed MDHHS CMHSP Annual Monitoring Form.	Information; no action required.
2. Department of Health and Human Services Training	R. Browne will contact MDHHS Office of Recipient Rights to schedule a Recipient Rights Advisory and Appeals Committee Training in 2016.	Information; no action required.
Next Meeting		ACTION: The next regularly scheduled meeting of the Recipient Rights Advisory Committee will be April 21, 2016 at noon.
Public Comment	No comment.	
Adjourn		MOTION BY LADD, SUPPORTED BY LARKINS to adjourn at 1:28 p.m.

These minutes were approved by the Recipient Rights Advisory Committee on April 21, 2016.