

**Family Care Council
Area Seven
Meeting Minutes
Marks Street Senior Center
June 16, 2010**

In Attendance: Carol Solomon, Donna Rauber, Rosalind Murvin-King, Jeannie Forthuber and her son, Jonathan, Lois Smith, Maryann Sarra, Ramon Roman, Chris Dugan, Cathy Rogerson, Linda Herring, Don Faller, Karen Rogers, Emily Chambers (by phone)

Chris Dugan called the meeting to order at 10:10 am.

1. Minutes
 - a. Lois Smith moved that the minutes be approved as presented. Jeannie Forthuber seconded the motion. The motion carried unanimously.
2. Treasurer's Report
 - a. Donna Rauber reported that there is a year-end balance of \$1,479.63.
 - b. Chris Dugan reported that there was a miscommunication from the APD office, and the final order for the purchase of office supplies cannot be processed until next fiscal year.
 - c. There was discussion about purchasing a spider/speaker phone for conference calls.
 - d. Carol Solomon asked to be copied on communications with the APD office.
3. APD Report
 - a. Carol Solomon reported that there has been an alleged abuse case at a local group home, with an ongoing investigation.
 - b. Tier reassignment – Merari Perez is meeting with families who are asking for reconsiderations of their current tier placement. Some people are choosing to appeal the original placement, but the others are asking the area office to make reconsiderations based on current situations.
 - c. APD budget – The tier caps have been reduced by 2.5%.
 - d. Background screening – Clearance letters will need to be returned before staff is eligible for hire. The policy used to be that the staff had 90 days after hire, but Live Scan technology will make it possible to get the results back more quickly.
 - e. Medicaid Eligibility – Informational meetings were held at the Agency office, to educate the public about Medicaid Waiver eligibility criteria, but only a handful of people attended.
 - f. Training – Carol has been training WSC on the new support planning process, with electronic records and I-budget.
 - g. Family Café – APD staff will be manning a booth at the Family Café on behalf of APD.
4. Planning for 2010-2011
 - a. Website
 - i. Emily has designed a proposal for a website. She will distribute via email.
 - ii. Donna pointed out that Area 12 has their own custom web address. Emily will talk with Phil in Area 12 to see if it would be beneficial to connect our address with him. Emily will explore the best option as to whether we should remain independent or connect with Area 12.
 - iii. Emily asked that members review the design and give feedback.
 - b. Database
 - i. Cathy Rogerson will meet with Emily to discuss the final design of the database.

- ii. Cathy will take the flyers and begin entering data. She will get Donna's data and add that, as well.
- c. Newsletter
 - i. Chris Dugan talked about doing two newsletters next year.
 - ii. Donna Rauber pointed out that the content would have to be brief. Jeannie Forthuber emphasized the need to point to the website and focus on the waiting list.
- d. Meetings
 - i. Our next meeting will be August 18th at Marks Street Senior Center. It will be a regular business meeting.
- e. Family Café
 - i. There was discussion about who will be attending the Family Café.
 - ii. Chris Dugan asked that members share a survey with self-advocates.
 - iii. Ramon Roman, Maryann Sarra, Don Faller and Rosalind Murvin-King volunteered to take some of the surveys.
- f. Meeting Schedule
 - i. There was discussion about maintaining the schedule of community meetings and business meetings again in the coming year. Topics will be determined in August.
- g. Election of Officers
 - i. Jeannie and Donna expressed gratitude for the good work that Chris Dugan has done over the past year.
 - ii. Proposed Slate of Officers
 - 1. Chair – Chris Dugan
 - 2. Vice-Chair – Ramon Roman
 - 3. Secretary – Donna Rauber
 - 4. Treasurer – Maryann Sarra

Jeannie Forthuber moved that the slate be approved as presented. Lois Smith seconded. The motion carried unanimously.

Chris Dugan adjourned the meeting at 11:50am.

Chris Dugan, Chair

Catherine Rogerson, Secretary