

# Statewide Consumer Council Meeting Minutes

CCSM Office, 55 Middle St.

Augusta, ME

Date: 12/18/14

Time: 10:00 am – 2:00 pm

**Members Present:**    **x = present**    **A = absent (unexcused)**    **E = absent (excused)**    **ITV = via ITV**    **PH = via phone**

|           |                         |          |                                    |          |                                    |
|-----------|-------------------------|----------|------------------------------------|----------|------------------------------------|
| <b>X</b>  | Ron Welch, Chair        | <b>X</b> | Gwen Heath                         |          |                                    |
| <b>PH</b> | Dorie Oakes, Vice Chair | <b>X</b> | Jeanne Mitchell                    |          |                                    |
| <b>X</b>  | Karen Evans, Treasurer  | <b>A</b> | Carolyn Noble                      |          | <b>Staff:</b>                      |
| <b>X</b>  | Cathy Brown             | <b>X</b> | Dot Treadwell- arrived at 11:15 am | <b>X</b> | Simonne Maline, Executive Director |
| <b>X</b>  | Kevin Cleaves           | <b>X</b> | Jamie Wood                         | <b>X</b> | Melissa Caswell                    |
| <b>X</b>  | Judy Colomy             |          |                                    | <b>X</b> | Vickie McCarty                     |
| <b>X</b>  | Kandie Desell           |          |                                    | <b>X</b> | Paula Gustafson                    |
| <b>PH</b> | David Eldridge          |          |                                    |          |                                    |

**Guests: None**

**Minute Recorder:** Melissa Caswell

**Next Meeting:** 1/23/15

**Minutes Approved:**

| TOPIC   | DISCUSSION  | ACTION PLAN  | PERSON RESPONSIBLE                  |
|---|---|--|-------------------------------------|
| <b>Welcome, Introductions, Establish Quorum</b>                               | Members were welcomed, time given for introductions.<br><br>Quorum established- 11 out of 13 members in attendance at beginning of the meeting  | N/A  | N/A                                 |
| <b>Approval of Minutes from previous meetings (April, August and October)</b> | Reviewed minutes from the April 2014 meeting that was tabled in October. Motion made and seconded to accept April's minutes. Time for discussion given. Motion passed with 10 in favor, 2 abstentions, no opposition (one member out of the room during voting)<br><br>Reviewed minutes from the August 2014 meeting that was tabled in October. Motion made and seconded to accept Augusta minutes. Time for discussion given. Motion passed with 9 in | Make corrections to all approved minutes and post online and send out to all SCC members<br><br>Local Chairs send a summary of local meeting to Outreach | Melissa<br><br>Local Council Chairs |

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|                                       | <p>favor, 2 abstentions, no opposition</p> <p>Reviewed minutes from the October 2014 meeting Motion made and seconded to accept April’s minutes. Time for discussion given. Motion passed with 10 in favor, 2 abstentions, no opposition (extra vote is from member who arrived late)</p> <p>Motion made and seconded for a vote of confidence for Dorie in her new role as chairperson. Time for discussion given. Motion passed with 10 in favor. (2 members out of room at time of voting)</p>  | <p>Coordinator within 5 days of SCC meeting</p> <p>Change all documents (paper and online) to reflect Dorie as new Chairperson</p>   | <p>Communications &amp; Office Coordinator</p>  |
| <b>Review/Vote on Written Reports</b> | <p>The following written reports were reviewed with time given for questions and discussion (All written reports are available upon request.):</p> <p><b><u>Treasurer’s Report</u></b><br/>Reviewed July – December quarterly report. Explanation give of why we are under or over budget on some line items. Budget to be revisited in February and may do a reallocation of funds that we have underspent or overspent. Explained process of what state expects an organization to do if they anticipate going over budget by 10%. The CCSM always does a budget revision at some point in a year. This is standard for most organizations/agencies.</p> <p>Reviewed Profit and Loss Statement for July-November 2014</p> <p>Motion made and seconded to accept the amended version of the</p> | <p>Make corrections/ amendments to any reports that need it and post online</p> <p>Post or handout annual meeting flyers</p> <p>Write a letter of inquiry to the DRC asking why they did not report recent</p> | <p>Communications &amp; Office Coordinator</p> <p>All SCC members</p> <p>Executive Director</p> |

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|       | <p>Treasurer’s report. Time given for discussion- we will move money from miscellaneous line to the supplies line. Motion passed with 10 in favor and no oppositions or abstentions. (2 members out of room at time of voting)</p> <p><b><u>Executive Director’s Report</u></b><br/>           Executive Directors Report reviewed and time given for discussion. Clarification given about SAMHS position vacancies. Briefly reviewed SAMHS organizational chart. The new SAMHS director has said he is very interested in working with us on issues in a more substantive way than has been in the past.</p> <p>Motion made and seconded to accept Executive Directors report. Time given for discussion. Motion passed unanimously with 10 in favor, no opposition or abstentions.</p> <p><b><u>SCC Subcommittee and Extraneous Workgroups/Councils Meeting Report</u></b><br/>           Reviewed Outreach Report and time given for brief discussion. Additional information not including in report about annual meeting: We will be charging a registration fee of \$5 for peers and \$50 for non-peers. This money will go into our fundraising account and will be used to cover annual meeting expenses and to help fund the future work of the CCSM. This subcommittee is working on getting donations so we can also hold a raffle. Annual meeting flyers were given out for members to post/handout.</p> | <p>events at RPC and tell them that in the future, we expect them to report and we will hold them accountable for their actions.</p> <p>Make corrections to RPC Issue Statement and send out for review to all SCC members</p> <p>Work on creating IPSAC/CIPPS legislative bill</p> <p>Ask people in peer community to submit stories relating to IPSAC/CIPPS</p> | <p>Jeanne</p> <p>Legislative Subcommittee</p> <p>All SCC members</p> |

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|       | <p>Reviewed Local Council activities report. Oral report given on Rumford Local Council as their meeting took place last evening- no time to get it on written report until after the meeting. They will be voting in January for a new SCC Representative and for a secretary for their local council. The group is also looking to hold a Valentines Dance to raise funds to send peers to the HOPE Conference.</p> <p>Bangor Local Council: Reported that Allen Stehle from Beal College attended their last meeting and talked about the Bangor Local Council going to Beale College to speak (Outreach)</p> <p>Lewiston Local Council: Additions to written report given- They put Christmas Cards in the CCSM packets they sent to Legislators and past members to encourage their return. Inscriptions on the cards: “Have your Voice Heard”.</p> <p><b><u>Subcommittees and Extraneous Workgroups/Councils Report</u></b><br/>Reviewed Subcommittee and Workgroups report and time given for discussion.</p> <p>Draft of Riverview Issue Statement reviewed and corrections made. Suggestion made to add to the outcomes section:</p> <ol style="list-style-type: none"> <li>1. RPC will encourage peers to be active in the Augusta Local Council and other CCSM activities.</li> <li>2. Sanctioning M. L’s license</li> <li>3. A mandated reporter that doesn’t report will be</li> </ol> |             |                    |

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|       | <p style="text-align: center;">investigated and person will be put on paid leave</p> <p>Motion made and seconded to accept the issue statement as amended. Time given for discussion. 11 in favor, no oppositions or abstentions.</p> <p>Motion made and seconded to direct Simonne to write a letter of inquiry to the DRC asking why they did not report recent events at RPC and tell them that in the future, we expect them to report and we will hold them accountable for their actions. Time given for discussion. Will reference DRC statute and federal/Maine law. Motion passed with 11 in favor, no oppositions or abstentions. (1 member out of room at time of voting)</p> <p><b><u>Legislative Report</u></b><br/>Legislative report reviewed. Discussed creating legislation to improve CIPPS/IPSAC; only have until Jan 2<sup>nd</sup> to submit a bill title. Will need to do work on this ASAP: create a bill name and find a sponsor/co-sponsors(s).</p> <p>Motion made and seconded to support the recommendation from the legislative subcommittee that the SCC move forward with creating the IPSAC/CIPPS legislative bill. Motion carried with 10 in favor and no opposition or abstentions. (1 member out of room at time of voting)</p> <p><b><u>Website</u></b><br/>The Communications &amp; Office Coordinator gave a brief update</p> |             |                    |



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|   | things for the training to address. Executive Director will talk to Kim about possibly scheduling the training on January 29, 2015 in the morning.   |   |                                     |
| <b>Guest Speaker: Jay Harper, Superintendent of RPC</b>   | Our guest speaker was unable to attend today's meeting at the last minute. We will invite him to another meeting in the future.  | N/A   | N/A                                 |
| <b>Consumer Community Updates &amp; Announcements</b>     | <ol style="list-style-type: none"> <li>1. Alcahthon scheduled for Christmas Day in Augusta. For more information, see flyer that will be posted at the CCSM office</li> <li>2. Augusta Warming Center- now open. Flyer is posted in the CCSM office. They will also be holding a Literacy program on Tuesdays and Thursdays each week. Contact the Warming Center for more details.</li> </ol> | Hang flyers provided on the CCSM Community Info Board                                     | Communications & Office Coordinator |
| <b>Public Comment</b>                                     | There were no guests in attendance at today's meeting so no time needed for public comment   | N/A   | N/A                                 |
| <b>Meeting Recap, Action Steps, Upcoming Agenda Items</b> | <p>Reviewed task list created at today's meeting with all members and staff.</p> <p>Next SCC meeting: Annual meeting on January 23, 2015. Time and location to be announced</p>  | Email and post online flyer for annual meeting when time and location has been determined | Communications & Office Coordinator |
| <b>Check-In &amp; Adjournment</b>                         | Meeting wrap-up and adjournment at 1:15  | N/A   | N/A                                 |