

# FAMILY COMMUNITY ADVISORY COMMITTEE MEETING MINUTES

**Access: Supports for Living Inc.  
and affiliate Envision Coordinated Supports Inc.  
and affiliate The Guidance Center of Westchester, Inc.,  
and affiliate Meaningful NY Initiatives for People with Disabilities, Inc.,  
and affiliate New York Families for Autistic Children, Inc.**

**Location: WebEx**

**Date/Time of Meeting: January 16, 2024 at 5:00 p.m.**

**Committee Members Attended:** Cheryl Sanza, Board Member and Committee Chair, Brian Smidga (Community Committee Member) and Dan Kurpiel (Community Committee Member)

**Committee Members Excused:** Cheryl Marsh (Board Member) and Melissa Arenas-Dewitt (Board Member)

**Community Participants:** James Mullins, ESSHI Housing

**Staff:** Angela Woods, Chief Administrative Officer; Katariina Hoaas, Chief Clinical Officer; Naim Korca, Chief Program Officer; Cathey Duryea, Director of Behavioral Health; Rebecca Goodman, Urgent Care Director; Evelyn Magdaleno, Director of IDD Operations— NYC; Kathryn Taggart, Executive Assistant and Courtney Jones, Social Media & Administrative Coordinator

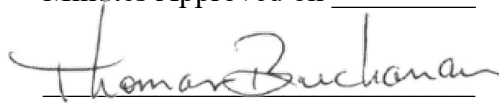
**Recorded By:** Tanya L. Polkowska, Administrative Assistant

TOPIC	DISCUSSION	ACTION
<b>Welcome &amp; Introduction</b>	Naim Korca thanked everyone for attending and welcomed James Mullins who is attending his first meeting. Mr. Mullins resides in the affordable housing program operated by Access.	
<b>2024 Committee Meetings- Strategic Planning</b>	Rebecca Goodman reported that she is working on materials to provide people who receive services. The hope is to increase participation in Ulster County. Katariina Hoaas suggested Ms. Goodman contact JoAnn Goswick, Regional Director of IDD Residential, who can assist with recruitment of community members.	

TOPIC	DISCUSSION	ACTION
	<p>Cheryl Sanza requests a follow-up regarding support group for Enterprise. Valarie Litt who is excused from this month’s meeting is working on connecting with Day Habilitation regarding future participation. Ms. Sanza also asked for clarification regarding the sub-committees. Mr. Korca stated the sub-committees would take place in between quarterly meetings. These meetings will occur in multiple counties. The leaders of the sub-committees will report out to the members of the Family Community Advisory Committee.</p> <p>Cathey Duryea, Giselle Torres, and Valarie Litt will be the champions for Orange County. Toni Hamilton and JoAnn Goswick will collaborate in Dutchess County. Rebecca Goodman will take the lead in Ulster County. Shawna Aarons-Cooke and Ben Davis will handle Westchester County. Evelyn Magdaleno will work with Thomas Schacor and Michele Quigley to coordinate the sub-committees for Meaningful NY and NYFAC in the NYC area.</p>	
<p><b>2024 Schedule of Meetings - Proposed Quarterly Schedule, Location, and Time</b></p>	<p>The next quarterly meeting is scheduled for March 19<sup>th</sup>, and all agree that meetings will be held from 5:00pm to 6:00pm via WebEx; however, June and September meetings will be held in person at 15 Fortune Road West, Middletown, NY.</p> <p>All agreed the first 15 minutes of the agenda would include an overview of program services, achievements, etc. For the March 19<sup>th</sup> meeting, Naim Korca suggests a presentation on the 1115 Waiver, which he will present with Ron Colavito, President &amp; CEO.</p>	
<p><b>Adjournment</b></p>	<p>The Family Community Advisory Committee meeting adjourned on January 16, 2024 at 5:33pm.</p>	

1/31/24

Minutes Approved on 1/31/24

  
 Thomas J. Buchanan, Board Chair

# FAMILY COMMUNITY ADVISORY COMMITTEE MEETING MINUTES

**Access: Supports for Living Inc.  
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**Location: WebEx**

**Date/Time of Meeting: March 19, 2024 at 5:00 p.m.**

**Committee Members Attended:** Cheryl Sanza, Board Member and Committee Chair, Dan Kurpiel (Committee Participant)

**Other Attendees:** Steve Levine (Community Member) and Dustin Bailey (Community Member)

**Committee Members Excused:** Brian Smidga (Committee Participants)

**Staff:** Naim Korca, Chief Program Officer; Rebecca Goodman, Urgent Care Director; Evelyn Magdaleno, Director of IDD Operations NYC— NYFAC; Valerie Litt, IDD Quality Outcome Coordinator; Ben Davis, Director of Integrated Services—TGCW; Giselle Torres, Director of IDD Residential; Monica Leiter, ESSHI Clinical Director; Teresa Maranzano, PROS Specialist; Kathryn Taggart, Executive Assistant; and Courtney Jones, Social Media & Administrative Coordinator

**Recorded By:** Tanya L. Polkowska, Administrative Assistant

TOPIC	DISCUSSION	ACTION
<b>Welcome &amp; Introduction</b>	Naim Korca thanked everyone for attending and suggested a round of introductions, as there were a few new faces. He then provided a brief background and overview of the committee for the new attendees. Mr. Korca stated the goal of the committee is to have involvement from people who receive services, their families, and community members in order to improve and expand our services.  A recent restructure of the committee will now include a 'Report Out', which will be provided by the leader of subcommittees.	

TOPIC	DISCUSSION	ACTION
<p><b>Report Out on Subcommittees—CCBHC<sup>1</sup>/CMHC<sup>2</sup></b></p>	<p><b>1. Report Out for Westchester County—Ben Davis</b></p> <p>Planning meeting was held on March 8, 2024, with managers and leaders. During the meeting, it was decided for all programs at TGCW to identify one participant and one community member (partner, stakeholder, etc.), and have them attend the next meeting, scheduled on April 19, 2024. Meetings will be held on a monthly basis. The subcommittee has created a flier and identified a peer advocate in efforts to reach out to community members.</p> <p><b>2. Report Out for Orange and Sullivan Counties—Monica Leiter</b></p> <p>There were six clients and fifteen staff in attendance for the first meeting. Clients expressed the desire for more classes in self-care, cooking, etc., as well as activities, such as bingo game nights, which will allow them to be more of a community. In addition, training in financial and NARCAN was discussed. Monica Leiter stated that subcommittee meetings will be held on a bi-monthly basis. “Town Hall” meetings will be scheduled monthly for clients to meet with staff.</p> <p>Valerie Litt plans to have meetings held earlier in the day to allow for Day Habilitation participation.</p> <p><b>3. Report Out for Dutchess County PROS—Teresa Maranzano</b></p> <p>Over the last few weeks, Teresa Maranzano coordinated with Team Leaders and was able to meet with approximately fifteen clients, one family member, and seven staff on March 13, 2024. Generally, all sites were very responsive and excited, most clients really invested in their program.</p> <p>Actionable items included a need for replacement computers to connect to resources, increased access to basic art supplies, more community events and workshops, guest speakers (coordinating with the library). Family member expressed a need for more</p>	

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<sup>1</sup> Certified Community Behavioral Health Clinic  
<sup>2</sup> Community Mental Health Clinic

TOPIC	DISCUSSION	ACTION
	<p>Care Managers in the field to bridge services in Dutchess County. The subcommittee will meet on a monthly basis.</p> <p><b>4. Report Out for Ulster County presented—Rebecca Goodman</b></p> <p>Two individuals, a staff member and Rebecca Goodman met and conversationally discussed advisory, its reporting structure, and the concept of having a voice in advocating for services and improvements.</p> <p>Feedback from the meeting included the limited understanding of the scope of offered services and eligibility of the services offered by Access. Ms. Goodman will look into identifying eligibility of services universally. For now, the subcommittee will meet on a bi-monthly basis.</p> <p><b>5. Report Out for NYC—Evelyn Magdaleno</b></p> <p>Evelyn Magdaleno and Michelle Quigley met mid-March to identify team leaders to run the various subcommittees for the NYC region. Initially, the subcommittees will meet the fourth Tuesday of every month at 12:00 p.m. The goal will be to eventually transition to a bi-monthly basis.</p> <p>The plan will be to invite Day Habilitation and Community Habilitation to the meetings. In addition, Cheryl Marsh, parent and former Board Chair at NYFAC will join the subcommittee meetings.</p> <p>Ms. Magdaleno stated the purpose/goal is to improve services, so the basis of discussion for the first meeting will be identifying what is working and what the barriers are.</p> <p>Ms. Goodman likes the idea of coordinating with the subcommittee leaders on forming a newsletter to provide information on the various programs, as well as upcoming events, etc. Mr. Korca suggested anyone interested set up a meeting to discuss developing a newsletter. Cheryl Sanza supported the idea and stated it would be informational for the community as well.</p>	

TOPIC	DISCUSSION	ACTION
	In closing, Mr. Korca requested that all subcommittees provide him and Ms. Sanza with their subcommittee meeting schedules.	
<b>Board Committee Meeting—2024 Schedule</b>	Current schedule in place: June 18 <sup>th</sup> joining Program/ HR -- virtual and in-person option September 10 <sup>th</sup> - virtual and in-person option December 3 <sup>rd</sup> -virtual	
<b>2024 Outreaches</b>	Naim Korca requests the committee propose options for the 2024 outreaches. The committee came up with the following recommendations for 2024 – Urgent Care Center in Kingston, PROS-TGCW, PROS-Millbrook, Youth ACT in Goshen, and HONOR for outreach to the homeless.	
<b>Other Business</b>	Ms. Magdaleno shared the upcoming 5K Walk for Autism, which will be held on April 13, 2024, in Queens, at Cunningham Park. This event will be sponsored by FDNY. NYFAC has been selected as beneficiary for funds raised. Ms. Hoas was pleased to announce that Access received an award/funding for a new program—Connecting Youth to Mental Health Supports-Suicide Prevention. More information to follow in the near future.	
<b>Adjournment</b>	The Family Community Advisory Committee meeting adjourned on March 19, 2024, at 5:51p.m.	

4/30/24

Minutes Approved on 5/1/2024



Thomas Buchanan, Board Chair

**FAMILY COMMUNITY ADVISORY COMMITTEE and PROGRAM/HR COMMITTEE  
MEETING MINUTES**

**Access: Supports for Living Inc.  
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and affiliate Meaningful NY Initiatives for People with Disabilities, Inc.,  
and affiliate New York Families for Autistic Children, Inc.**

**Location: WebEx**

**Date/Time of Meeting: June 18, 2024 at 6:00 p.m.**

**Committee Members Attended:** Cheryl Sanza, Board Member and Committee Chair; Melissa Arenas-Dewitt, Board Member; Cheryl Marsh, Board Member; Dan Kurpiel (Committee Participant) and Brian Smidga (Committee Participant)

**Other Attendees:** Thomas Gorman (Community Member) and Dustin Bailey (Community Member)

**Program/HR Committee Attendees:** Melissa Arenas-Dewitt, Frank Hariton, and Cheryl Marsh

**Staff:** Naim Korca, Chief Program Officer; Katariina Hoas, Chief Clinical Officer; Angela Woods, Chief Administrative Officer, Cathey Duryea, Director of Behavioral Health; Rebecca Goodman, Urgent Care Director; Evelyn Magdaleno, Director of IDD Operations NYC—NYFAC; Michele Quigley, Executive Director—MNY; Valerie Litt, IDD Quality Outcome Coordinator; Teresa Maranzano, PROS Specialist; Atif Deen, Self-Direction Broker—MNY; and Courtney Jones, Social Media & Administrative Coordinator

**Recorded By:** Kathryn Taggart, Executive Assistant

TOPIC	DISCUSSION	ACTION
<b>Welcome &amp; Introduction</b>	Cheryl Sanza thanked everyone for attending and suggested a round of introductions, as Program/HR Committee joined the meeting. She then provided a brief background and overview of the committee for the new attendees.	

TOPIC	DISCUSSION	ACTION
<p><b>Report Out on Subcommittees—CCBHC<sup>1</sup>/CMHC<sup>2</sup></b></p>	<p><b>1. Report Out for Westchester County—Naim Korca</b></p> <ul style="list-style-type: none"> <li>• Meetings continue to take place on a bi-monthly basis. As stated in the last meeting, the subcommittee has created a flier and identified a peer advocate in efforts to reach out to community members. During the last meeting in April the following was discussed: Need for more food resources in Mount Vernon, suggestion to partner with Feeding Westchester to have a pantry at 256 Washington. Need for better communication about community services available in the area, at TGCW and more generally. More availability of MetroCards at programs would be helpful. Discussed need for more resources to support adult literacy and helping program staff to better support participants with literacy difficulties, for example when completing program paperwork. Need for more recreational space and community centers in Mount Vernon. Currently youth in particular mostly hang out in street corners after school and don't have enough safe spaces to go to.</li> <li>• However, staff are having trouble with linking individuals to services and resources.</li> </ul> <p><b>2. Report Out for Orange and Sullivan Counties—Cathey Duryea &amp; Valerie Litt</b></p> <p>The committee brainstormed different events that participants could attend, such as: volunteering at a food bank or starting a food bank at the residential programs; volunteering at a park; or creating a community newsletter with events and news. Valerie Litt plans to have meetings held earlier in the day to allow Day Habilitation members to participate. Their next meeting is scheduled for July 9<sup>th</sup>.</p> <p><b>3. Report Out for Dutchess County PROS<sup>3</sup>—Teresa Maranzano</b></p> <p>Teresa Maranzano visited each PROS site on June 5<sup>th</sup>. Overall, the participants feel they do not have many supplies, such as art supplies and access to computers, compared to other sites. Ms. Maranzano has spoken to the IT Department to inquire about new computers or tablets for participants to use during program hours. Katariina Hoaas will follow-up with leadership to see what type of devices they can provide.</p>	

<sup>1</sup> Certified Community Behavioral Health Clinic

<sup>2</sup> Community Mental Health Clinic

<sup>3</sup> Personalized Recovery Oriented Services



TOPIC	DISCUSSION	ACTION
	<p><b>4. Report Out for Ulster County—Rebecca Goodman</b></p> <p>The committee of individuals met in May and discussed the need to make their building more client centered. They agreed to create art projects, which they hope to display at Ulster County building in the near future.</p> <p><b>5. Report Out for NYC—Evelyn Magdaleno and Michele Quigley</b></p> <p>Evelyn Magdaleno reported that NYFAC staff presented on Family Support Funds. Many families expressed their frustration with the Front-Door process as well as the lack of accessibility to tips and strategies on how to make the process easier. Michele Quigley stated that Self-Directed staff are focusing on improving ways to lead individuals to potential job opportunities. They hope to establish a relationship with Simply Home Company, for potential employment opportunities.</p>	
<b>Other Business</b>	In closing, Brian Smidga requested that all subcommittees email him the meeting invitations, so he can attend whenever possible.	
<b>Board Committee Meeting—2024 Schedule</b>	<p>Current schedule in place:</p> <p>September 10<sup>th</sup> - virtual and in-person option</p> <p>December 3<sup>rd</sup> -virtual</p>	
<b>2024 Outreaches</b>	<p>Mr. Korca suggested the committee discuss dates for the below 2024 outreaches.</p> <ul style="list-style-type: none"> <li>• Urgent Care Center in Kingston</li> <li>• PROS-TGCW, PROS-Millbrook</li> <li>• Youth ACT in Goshen</li> <li>• HONOR for outreach to the homeless</li> </ul> <p>An email will be sent between Mr. Korca and Ms. Sanza to discuss dates that will be shared with committee participants.</p>	<p>Kathryn Taggart, Executive Assistant will email Mr. Korca and Ms. Sanza—  <b>Complete by 6/25/24</b></p>
<b>CARF<sup>4</sup></b>	Angela Woods provided a brief overview of the 5-Year Accessibility Plan. According to the 2024 Performance Measurement Plan, The Accessibility plan is briefed to the Family Community Advisory Committee annually. Although Ms. Woods reviewed	

<sup>4</sup> Commission on Accreditation of Rehabilitation Facilities

TOPIC	DISCUSSION	ACTION
	the nine focus areas, discussion focused on Transportation. Consensus was that people receiving services across the network struggle with accessing transportation. Community Participants expressed their inability to access public transportation in Long Island and the boroughs, while people in Hudson Valley struggle to afford reliable transportation. Atif Deen stated he is often left to wait outside in the cold when waiting for public transportation, and Dustin Bailey would like to see a vehicle program for participants, which might include affordable vehicles for auction.  Ms. Woods thanked everyone for their feedback and will take it back to the team.	
<b>Adjournment</b>	The Family Community Advisory Committee meeting adjourned on June 18, 2024, at 6:58p.m.	

7/30/24

Minutes Approved on 7/31/24



Thomas Buchanan, Board Chair  
 Access: Supports for Living Inc. Board of Directors