

New York State Citizen Review Panels  
Minutes of the Joint Meeting  
June 4, 2010

*Attendance:*

<i>ECRP:</i>	Edward Blatt	Mary McCarthy	Carrie Jefferson Smith
<i>NYC CRP:</i>	Sania Metzger	Mathea Rubin	Jorge Saenz DeViteri
	Elba Montalvo	Wayne Ho	Marion White
	Jocelyn Brown	Carmen Ortiz Hendricks	
<i>WCRP:</i>	Sarlyn Tate		

*OCFS Staff:* Renee Hallock

*SCAA Staff:* Diane Mastin

*Guest Facilitator:* Sheldon Gellman, Yeshiva University

*Handouts:*

Meeting Agenda

PowerPoint: Requirements for Citizen Review Panels

Status of NYC CRP Recommendations from the past

Strategic Planning discussion questions

NYS CRP Operating Guidelines

NYS CRP Law: 371-b

Federal CRP Law: Title 42, Chapter 67, Subchapter 1, 5106a

Chart outlining activities, report features, meeting frequency of other state's Citizen Review Panels.

The goal of the Joint Panel meeting was to review the panels' role and purpose outlined in federal and state law and to make strategic decisions as to how the panels will operate and work together going into the future. Panel members engaged in a discussion, using prepared questions, to adopt goals and objectives for their work, make decisions related to their recommendations in their annual report, and amend operating guidelines to improve their ability to work across panels.

They adopted seven goals and objectives which will serve as guidance for their future work and all recommendations. They agreed that each panel will develop strategic plans for their activities over the next year and bring their draft plans to the joint panel meeting in October for further discussion. They also voted to amend the panels' operating guidelines to include a section about their annual report and to address the role of the chair in representing his/her panel. All decisions were unanimous.