

# Recovery Committee Charter Draft

09/19/2024

## 1 PURPOSE

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The Recovery Committee works closely with ADPC Commissioners, ADPC staff, participating state agencies, and partner programs to advance recovery-related work across the state.

The committee will strive to manage the timely development, implementation, and maintenance of a statewide system that creates recovery-oriented systems of care (ROSC).

The Recovery Committee will carry in its work the message that ‘recovery is possible.’

Recovery is defined by SAMHSA as:

A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential.

Recovery-oriented system of care is defined by SAMHSA as:

A coordinated network of community-based services and supports that is person-centered and builds on the strengths and resiliencies of individuals, families, and communities to achieve abstinence and improved health, wellness, and quality of life for those with or at risk ‘of substance use problems.’ [*‘substance use problems’ is a reworded term for ADPC Recovery Committee*]

## 2 OVERVIEW AND FUNCTION

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The Recovery Committee will:

1. Assure committee membership reflects a full range of recovery services and perspectives on the many paths to recovery
2. Monitor and support implementation of the ADPC Comprehensive Plan and related initiatives
3. Develop an Annual Recovery Action plan to advance ADPC Comprehensive Plan goals and strategies (standardized date?) Calendar year...

4. Foster coordination with other ADPC Committees to ensure alignment of shared efforts

### 3 ACCOUNTABILITY AND REPORTING

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The Recovery Committee is accountable to the full Alcohol and Drug Policy Commission and will report on the status of all activities and any issues at regularly scheduled commission meetings and calls.

### 4 MEMBERSHIP

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**General.** The Recovery Committee is open to Commissioners, State and Local Agency Representatives, and Community Members.

**Term.** Committee members will serve two-year terms with no term limits. Nominations for the Chair as well as new members, will be requested at least every two years, or as needed to add or replace members.

**Members.** Committee members shall be selected by the Committee Officer(s). Potential members will submit an application to the Committee Chair.

**Size.** Recovery Committee will be made up of 6-16 members. Once per year, will submit full list of membership to Commission.

**Committee Representation:** Our Recovery Committee is committed to inclusive representation, ensuring that voices from diverse geographic regions, BIPOC communities, young people, and LGBTQI2S+ individuals are represented. By bringing together members from varied backgrounds and experiences, we attempt to address the unique needs of all communities, fostering a more equitable and effective recovery committee.

**Officers.** The ADPC Commission will appoint a Recovery Committee Chair for a two-year term with no term limits. A member of the ADPC staff or supporting agency program staff shall be responsible for supporting the business of the Committee in coordination with the Committee Chair.

**Officer Responsibilities.** The Committee Chair shall update members on outcomes and key updates from the full Commission meetings.

### 5 MEETINGS

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**Conducting meetings.** The Committee Chair will set the agenda with assistance from committee members, and APDC and agency program staff, and preside over meetings. The Chair may transfer this authority to the ADPC staff as needed, including when absent from meetings.

**General Requirements.** The Committee shall hold regular meetings (in-person or using currently available technology) to conduct business. Meeting notices and agendas shall be publicly posted on the ADPC website. ADPC will announce regularly scheduled meetings with written notice sent to all Committee members.

**Rules.** The Committee shall conduct its meetings guided by spirit of the most recent edition of *Robert's Rules of Order Newly Revised*.

**Recommendations and Voting.** Consensus recommendations made by a quorum of Committee members will be presented to the ADPC. When consensus cannot be achieved, majority and minority opinions may be presented to inform final decisions. Only designated members can vote. The committee encourages participation and engagement by non-members to provide input into committee deliberations. ADPC and supporting agency program staff providing administrative and consulting support to the committee are not eligible to vote.

**Proxies.** Members of the Committee may not send a proxy.

**Open Meetings.** Committee meetings are open to all observers, and all can participate. There will be a time designated for public comment at the end of every meeting.

## 6 APPROVAL

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This Charter shall be effective upon approval of the Alcohol and Drug Policy Commission. The ADPC must approve any changes to this Charter for the changes to be effective.