Program Meeting Agenda and Meeting Minutes

Program: **Date(s):**

Attendance (Printed name of all in attendance)	**Signatures**	**Attendance** (Printed name of all in attendance)	**Signatures**

#	Topic	Discussion	Follow-Up/Data
1	**Human Rights** *Examples Topics: Right to make choices, Right to dignity/privacy, Right to relationships, etc.*		
2	**Companionship, Intimacy & Human Awareness Training** *See Sexuality Education for Adults with Developmental Disabilities Binder*		
3	**Program/House Shopping** *Examples: cleaning supplies, ADL, house hold objects, list making, menu*		
4	**Menu Planning** *Making shopping list, nutrition, wellness, Executive 509C*		
5	**CBDS Programming** *Day Only: To include schedules and materials*		

#	Topic	Discussion	Follow-Up/Data
6	**CBDS/At-Home Activities** *Discuss specific activities for the month and what staff/financial resources will be needed*		
7	**Current Events** *Weather, Holidays, Birthdays, Elections/Voting, Sports, Entertainment, Elections*		
8	**Individuals Feedback** *Individuals should discuss any issues that they feel would enhance their lives in the home/program*		
9	**Behavioral Awareness** *Expected behaviors of a staff and individuals within setting/activities. Will correlate with Topic 5 page 2. Examples: social statues , previewing next activates*		
10	**Family Engagement:** (list at least one event that occurred per month). Please Indicate the event that DID occur and not an event you plan to occur.		
11	**Other:** *i.e. new housemate, vacation planning*		

	Activity	# of times/month	Individual(s) that didn't participate
Preferred Community Activities *Discuss specific activities for the month and what staff/financial resources will be needed : Leisure, self-regulation, vocational skills, community inclusion*	***EXAMPLE*** ***Agency Activity***	***3 (3 events)***	***SRT***
	Agency Activity (dance, etc.)		
	Community Membership (YMCA, gym, etc.)		
	Community Time (park, rail trail, mall etc.) / Activity (yard sale, festival, etc.)		
	Community Business (food [not drive thru], movie, etc.)		
	Volunteer		
	Other: • _____ • _____ • _____ • _____		