



**Consumer & Family Advisory Committee Meeting Minutes
January 10, 2019 at 6:00PM**

Cardinal Innovations Healthcare, 201 Sage Road, Room 104, Chapel Hill, NC 27514

Committee Members	Voting Member Present = P Absent = A
CFAC Chair-Steve Furman	P
Allen Dittmer	P via Conference Call Line
Janet Sowers	P
Stanley Cotton	P
Staff	Non- Voting
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist Name: Juanita Jefferson	PRESENT
Agency: Cardinal Innovations Healthcare Title: Senior Community Executive Name: Ric Bruton	PRESENT
Agency: Cardinal Innovations Healthcare Title: Director, Community Operations Name: Emily S Bridge	PRESENT
Agency: Cardinal Innovations Healthcare Title: Project Support Professional Name: Felicia Williams	PRESENT
Agency: Cardinal Innovations Healthcare Title: Project Support Professional Name: Reina Merino	PRESENT
Agency: Division of Mental Health, Developmental Disabilities and Substance Abuse Services/ NC Department of Health and Human Services, Community Engagement & Empowerment Title: Team Lead Name: Suzanne Thompson, MBA/MHA	PRESENT
Guests	Non-Voting
Paula Harrington	Present
Ellen Perry	Present
Bob Crayton	Present
Kate Barrow-DHHS	Present
Courtney Wilburn	Present

I. Call to Order/Introduction

Steve Furman

Chairperson called the meeting to order at 6:00PM

Steve shared that OPC CFAC member Shira Belovicz passed away. With the passing of Shira, who was also a member of the Executive CFAC, it was decided that Stanley and Steve will attend the Executive CFAC meeting on Jan 24, 2019 to represent OPC CFAC.

Juanita Jefferson read the ground rules.

II. Consent Agenda and Minutes Approval

Steve Furman

Janet Sowers motioned to approve the OPC CFAC minutes from December 13, 2018 at 6:00 p.m., Stanley seconded.

III. Old Business

Juanita Jefferson

Janet asked about the Relational Agreement at the last OPC CFAC meeting. There was a relational agreement with the previous Board, but not with the current. Once the by-laws are written and put in place, the next step will involve working on the Relational Agreements.

IV. NC DHHS Updates

Suzanne Thompson

Yesterday, January 9, 2019, was the State CFAC meeting. Next Wednesday, January 16, 2019, is the state to local conference call. The agenda will go out on Friday. Suzanne sent out the link for the Tailored Plan webinar, which will be on January 24, 2019, from 11-12:30 pm.

Suzanne talked about the Statutory Requirements, which are mandated by law and needs to be accomplished.

Juanita shared that the comment forms are available in the CFAC packets. Comments may be completed and forwarded to Janet or Juanita in order to share concerns or feedback with the Community Board.

V. Cardinal Innovations Healthcare Updates

Ric Bruton

Ric Bruton went over the dashboard reports.

Senate Bill 630 regarding Involuntary Commitment, will undergo some changes over the next year (one of which will be to change who can do the first commitment evaluations).

Freedom House provides individual therapy as well as group.

A copy of the Cardinal Innovations Community monthly newsletter was provided in each CFAC folder.

VI. New Business

Janet Sowers is requesting to use CFAC funds to get a room to attend the upcoming By-laws sub-committee meeting on January 12, 2019 in Kannapolis, NC.

The by-laws sub-committee will discuss conflict of interests that would keep someone from participating. Total number of membership has to be divisible by three.

A request was made to provide WebEx to be able to attend CFAC meetings remotely.

OPC CFAC needs to discuss when the merged group will meet. (Tuesday, Thursday, and transportation options)

Stanley motioned for Janet to receive hotel accommodations in Kannapolis, NC to attend the by-laws sub-committee meeting on Jan 12, 2019. Allen seconded the motion.

VII. Community Involvement

Drugs Uncovered Event- Jan 17, 2019 in Henderson, NC

NC One in Recovery in March 2019 in Greensboro, NC

NC Tide will be in April 2019; Requests to attend need to be submitted ASAP so it can be cited at the next meeting.

VIII. Action Steps:

Hotel Arrangements for Janet Sowers. Email Juanita the accommodations confirmation and she will text Janet the details.

IX. Recommendations to the Board

No recommendations at this time.

X. Public Comments

No Comment

XI. Comments & Adjourn

An Orientation Packet was given to Ellen Perry. This is Paula's second meeting. It was established that the by-laws still says two meetings are the only requirement to become a member.

Stanley motioned to adjourn and Janet seconded the motion.

Meeting adjourned at 7:36PM

Submitted by:

Reina Merino, Project Support Professional 1/14/2019

Name/Title and date