

Consumer & Family Advisory Committee Meeting Minutes
May 11, 2020
Meeting via WebEx due to Covid-19

Committee Members	Voting Member Present = P Absent = A
CFAC Chair – Obie Johnson	P
Co-Chair- Sarah Potter	P
Dennis Lynch	P
Gladys Christian	P
Glenda Smith	P
Julie Whittaker	P
Kelly Owens	P
LaKessiah Henderson	P
Mary Annecelli	A
Mary Miller	P
Matt Potter	P
Michael Thompson	A
Pam Goodine	P
Ricky Graves	P
Samuel Gavurin	A

Terry Cox	P
Tim Gallagher	P
Staff	Non-Voting
Bob Scofield-Member Engagement Specialist, CFAC Liaison, Cardinal	P
Rhonda Blair-Project Support Specialist, CFAC Clerk, Cardinal	P
Reid Thornburg- Regional Director, Cardinal	P
King Jones-Director of Health and Wellness, Cardinal	P
Guests	Non-Voting
Joan Lynch	P

- Call to Order / Welcome / Introductions** **Obie Johnson**
 Mary Miller called the meeting to order at 5:50 pm.
- Agenda and Minutes Approval** **Obie Johnson**
Agenda- Matt motioned to approve the agenda as is. Dr. Lynch seconded; all were in favor.
Minutes- Pamela motioned to approve minutes as is. Kelly seconded; all were in favor.
- Public Comment** **Community Members**
 There were no public comments. Mary Miller gave an update on JR and Mary Anecelli. See report regarding JR under 'JR Anecelli Update' in 'Old Business'. Members also gave updates about how everything was going with them and other people Members knew.

- **Cardinal Innovations Report**

Bob/King/Reid
Bob Scofield

- 1) **COO Report/Backup Staffing**

Bob reported he distributed the PowerPoint from Dietrick to CFAC Members via email. He said Dietrick is willing to discuss the presentation with Members. Bob asked if this is something they would be interested in. Sarah stated it would be a good idea to have Dietrick go over the PowerPoint presentation with Members and answer their questions at a later date. Terry stated the presentation was well put together and he would love to have Dietrick come to go over the presentation. Gladys also agreed that he should come so they can have a clearer picture. Mary stated it would be a perfect presentation for the Steering Committee. Tim stated one small presentation would be better than one big presentation to give everyone time to absorb the information. He Suggested a small group could meet at Triad, go to Charlotte or meet via Zoom. Pamela asked if Dietrick should present during the regular scheduled CFAC meeting or at another date and time. Tim stated he thinks it would be better if it was done during the regular scheduled meeting due to Member's work schedules but would be open to meet during business hours if it is more convenient for Dietrick. Tim called a motion to have Triad leadership contact Dietrick and ask him to conduct the presentation for Triad CFAC. Gladys seconded; all were in favor. Mary said the she Obie and Bob will reconnect with Tim to let him know the outcome of Dietrick's decision.

- 2) **County Budget update**

Reid Thornburg

Reid reached out to the County Managers in Stokes and Davie County to ask if they would be willing to share their maintenance of effort county budgets for mental health with Cardinal. If they choose to give them to him, he will combine those budgets with the reports he has for Davidson, the 1/3 of Forsyth dollars that Cardinal manages and Rockingham. He announced that starting with the new fiscal year, July 1, 2020, Forsyth will start managing

100% of their funds. Reid stated Sarah reached out to Shontell Robinson, the Assistant County Manager of Forsyth, to ask if she would be willing to make available to CFAC the 2/3 of the budget that the County currently manages. He said Shantell stated she will try to have them available to CFAC on a quarterly basis. Sarah stated she had not spoken to Shontell in a couple weeks, but she did mention she would be interested in attending one of the CFAC meetings. Sarah said she would reach back out to Shontell for more details. Mary stated she would like to obtain the budgets for the next fiscal year since this fiscal year is almost over. She asked what they will need to do to get them from each county. King mentioned that according to the update to the RA, CFAC is only required to review Cardinal's annual budget to meet the statutory requirements by the state. Mary asked was the RA sent out to everyone, King stated yes. Sarah and other Members expressed concern that they had not seen the final RA and that the Steering Committee is operating like the Executive CFAC. King informed them that the completed RA has not been signed yet and that is why they have not received it. Ricky stated everyone had an opportunity to review the RA and to suggest any changes or make any recommendations. He said the Steering Committee only put the agreement together and sent it to others for review. Mary stated she feels Triad CFAC is not ready to sign the Relational Agreement due to issues with the budget and suggested they put it on the agenda to discuss next month. Mary suggested that Julie, Sarah, Obie and the three people on the steering committee form an Ad Hoc Committee to go over the RA; All agreed.

3) Crisis Plan update

King Jones

King reported he spoke to Laurie Whitson, who is over the crisis plan. He stated it is still in progress but there are some parts of the crisis plan that requires contracting with providers. He said Covid has slowed that work down but they are working on it so

they can share it with CFAC. Sarah stated each MCO was required to submit a crisis plan to DHHS and wanted to know if that plan could be presented to them. King stated he was not aware that anything had been submitted to DHHS but asked Sarah to send him the information she has and he will present it to Laurie.

4) LBP- who on Triad?

King Jones

King reported the State has postponed volunteers for the planning committee indefinitely due to Covid-19. It is still on their radar but just not up and running now. He said once it is, he will reach out to everyone who wanted to volunteer for the committee. Mary said if anyone has any thoughts or comments regarding the LBP, please send the information to Julie, Ricky or her and they will take it to the planning committee. Sarah suggested that a draft of the plan should be submitted to all CFACs so they can make suggestions. Mary suggested they form another Ad Hoc committee to go over the LBP. This committee will be comprised of Tim, Julie, Mary, Ricky and Sarah and one of them will present it to the LBP Planning Committee. King mentioned that Triad's LBP expires June 30th. Glenda asked if they could obtain a copy of the previous and current LBPs. Mary requested a presentation be given on the 3-year LBP; King agreed.

5) Statutory work plan calendar

King Jones

Mary stated CFAC would like Cardinal to produce a yearly calendar with definitive dates to help keep them on track and to make sure they have addressed all the statutory requirements. King suggested CFAC come up with their own calendar since they are self-governing. To help clarify the purpose of the calendar, Sarah informed King that Jane Clark used to provide a calendar for CFAC so they would know when Cardinal was going to meet to go over the budget, the LBP and other statutory requirements. She said it helped CFAC to know on a monthly basis what

requirements they would need to meet and when to put it on their agenda. This gave them enough time to accumulate the information to send to Cardinal for them to submit to DHHS in a timely manner. Bob stated the calendar was mainly used to let CFAC know when someone would come to a meeting to give a presentation on certain statutory requirements. He said he will locate the previous calendar to give to King for a visual of what Members are referring to.

• **DHHS Report**

Stacey Harward

Mary informed Members that Stacey called in earlier but had to be on another conference call and would try to join later. Although Stacey was unable to return to the CFAC conference call, Sarah read notes from Stacey that stated she wanted CFAC to review the Community Engagement Empowerment Questionnaire and list their strengths, weaknesses, opportunities and threats. Below are the results of their discussion regarding the questionnaire.

Strengths	Weaknesses	Opportunities	Threats
Strong, active and passionate Membership	Communication with Cardinal and CFAC	Start using progress reports to keep track of unresolved and resolved topics	Constant budget cuts for CFAC
Experience and Diversity	Overloading the agenda	Adding an appendage to the minutes to keep track of unresolved topics	Unclear power structures and dynamics
Use of the Highland Avenue office	Spend a lot of time on one subject and don't get to discuss others	Have a retreat at the end of the fiscal year to make plans for the new year and decide	Unclear expectations

		what to focus on and make changes	
Engagement in trainings	All disabilities are not represented	Once a year have at least 1 or 2 examples of how Cardinal included CFAC in the development of a system	Decisions are being made for CFAC
Knowledgeable but could be better if given the information to be effective	CFAC has resolutions but no follow through. Resolutions gets pushed away from the original purpose of what they were trying to accomplish.	Advocate for more funds for trainings, etc.	Legislative changes
Good county representation for those who participate	Lack of feedback or Forgets decisions were already made on a specific subject and brings it up again	Need to have more influences	Lack of measurements, organizational barriers
	More strategic planning		Transparency from Cardinal, obtaining information that is needed to help CFAC make decisions

			on behalf of consumers
	Weak link in how CFAC represent those who are not yet in service		Transparency from Cardinal, obtaining information that is needed to help CFAC make decisions on behalf of consumers
	Lack of Hispanic representation		
	Business topics are constantly being carried over due to lack of resolution		

During further discussion regarding weaknesses, Glenda suggested that whatever topic is being researched stay on the agenda until resolved or add an appendage to the agenda. Sarah suggested adding unresolved topics under Old Business. Kelly stated a progress report should be created to determine what was accomplished and what wasn't accomplished. Lakessiah suggested adding something in the minutes to highlight that an issue was resolved, for instance putting a statement in parenthesis like (*this was a resolution that was agreed upon.*) Matt called a motion to state, in the future, any item that involves an action or a creation of an Ad Hoc committee be pulled out as the minutes are being created to restate every action-oriented item that was discussed. Julie suggested calling the section in the minutes an action summary. It was properly seconded; all were in favor.

- **Steering Committee Report, State CFAC, Regional Health Council, Corporate Board Updates, Provider Council**
Tim/ Pam/Ricky/Sarah/Matt/ Terry/Gladys

Steering Committee/Bonnie Schell Report-

Bonnie Schell Submitted by Pamela, sent by Deborah Hendren-
We have more funds available for the remainder of this fiscal year than originally thought and we now have clearer accounting (see email Pamela sent out for chart). The status of the Bonnie Schell Scholarship is \$2,700 through June 30, 2020. Of the \$2,700, \$243 is designated for LaRhonda Watkins to attend NCTIDE hopefully. We will restart with a new budget on July 1, 2020 unless we hear differently from King. There is not a separate budget for the Bonnie Schell Scholarship – it is rolled into one very large budget and this is one of the pieces of the CFAC line item.

Steering Committee- The Steering Committee has not met since March, therefore there was no report

State CFAC-Report on SCFAC, 4/8/20 Submitted by Sarah Potter

State CFAC gave 2 presentations. One was ‘Effective Systems Advocacy’. It was offered online as webinar on 5/8/20 and would probably be available to CFAC if we were interested. The other was ‘Making a Plan for Self-Care: Practice Makes Perfect’. They also discussed a policy for hospitalizations and a parent/guardian/DSP accompanying person with a disability. Sarah wasn’t sure it was within realm of SCFAC. DHHS has since offered statement (can forward Kody Kinsley’s email).

Report on State to Local CFAC call, 4/15/20

They discussed Virtual Legislative Day to be held on May 19. Talking points should be approved at next week’s SCFAC meeting on 5/13/20 and will then be distributed. Sarah will send flyer. Information to reach

out to a Provider Agency or care coordinator was given should you need an increase in services during this time. If available, services are expedited. Flexibilities are available under Appendix K. Changes are occurring constantly with updates from DHHS on calls every Monday at 2:00 for consumers and families to ask questions. Call for Providers is every Thursday.

Something to think about: VAYA CEO visits his CFACs 2-3 times a year to stay in touch.

Regional Health Council- No Report Given

Corporate Board -No Report Given

Provider Council- Gladys stated she will send the minutes to CFAC Members once they have been approved.

- **Reports from SUD, MH, I-DD Advisories/Registry Project/Nominating Committee**

Dennis/Mary/Pam/Potters

MH/SUD- Report Submitted by Dennis- The MH/SUD Advisory Committee continues its efforts to restructure its mission in light of the Covid-19 crisis. More specifically, we will continue to consider utilizing our grant monies to address established community resources struggling to meet the increased pressures for services to be delivered under the Stay- At- Home restrictions imposed by the Governor.

Green Tree Peer Center and the Forsyth Mental Health Association will address the Committee on their proposed grants, each for \$3000, to address increased demands for clinical services under restrictions of social distancing and face-to-face population limitations.

Our monthly meetings continue as Virtual WebEx gatherings.

I/DD- Report Submitted by Sarah – 5/7/20

Matt James from Horizons reported that their loan came through which has been extremely helpful. They have been able to purchase more PPE, offer \$15/hour to healthcare workers, hire additional staff. IDD also approved grant for Horizons. He was happy to report that Alliance thinks they could use their database to include DSPs once they are certified. Matt has also asked to see a copy of the Emergency Preparedness Plan but hasn't gotten a copy yet. The Enrichment Center is starting to hire people back after laying off 57 people. They hope to have a limited reopening on 6/15, with a possible full reopening on 8/1. Moji has been offering curbside on Fridays and will offer delivery FR, SA, & SU for Mother's Day (I think there is a minimum order.) Moji hopes to reopen on 7/1 with distancing restrictions and PPE. Family Support Network has a lot of families in need. It was shared that the City still has some available money and wants to give it to agencies for direct services (like paying bills, food, etc.). Reid said Cardinal has awarded its Covid grants in the amount of \$1 million and will share list of those who received grants. Cindy Arrington, who is now with Horizons, is still active with the W-S Mayor's Council for People with Disabilities. They have a weekly email that goes out, and she would love to sign people up if interested. They are working on an ADA celebration this July with Solutions for Independence (formerly the Adaptables), if people would like to participate. Bill Donohue gave a NC Waiver Action Team update – 3 things:

- 1) Where do we focus – local or statewide? Maybe concentrate on ADA celebration and parade. Try to get families in the school system to join us. Many don't even know about the Innovations Waiver. We need to regain momentum after successful rally and add names to our mailing list. We have between 200-300 registered out of 14,000.
- 2) We need to collect short, home videos done on your phone to post on our website showing how lives have been impacted, how the waiver might change your life, etc. Cardinal has offered to help edit so we can share on social media and improve our footprint.
- 3) We had a virtual meeting with the new Director of the NC Council on Developmental Disabilities Talley Wells. They have a budget and statewide recognition. They could help us bring important players to

the same table to work on solutions. They can't lobby or fund advocacy, but they can help us bring different coalitions together.

Registry Project- No Report Given

Nominating Committee- Mary stated they need to select a nominating committee so they can have an election next month. She stated having three people in leadership works well for the Triad CFAC such as a Chair, Co-Chair and another official but this will be determined by the Nominating Committee. She mentioned they would like to have each of the disabilities represented. Mary asked who would be interested in being on the committee, Pamela, Sarah and Julie volunteered. Mary asked Julie to Chair the committee.

• **Old Business** **Obie Johnson/Mary Miller**

1) Measurement of I/DD Supports and Network Adequacy

Tim Gallagher/Sarah Potter

Mary stated it was discussed earlier in the meeting.

2) Peer Support Barriers/subcommittee

LaKessiah/Kelly

Not discussed

3) Transportation follow-up

Mary Miller

Mary stated she verified with State CFAC that there was no transportation grant issued as originally thought.

4) JR Anecelli update

Mary Miller

Mary Miller reported JR's service needs are still not being met. He and Mary Anecelli are working on getting him better services as the services he is currently receiving are not the best.

5) CCAB/Cardinal

Sarah Potter

Sarah stated the CCAB granted a CFAC representative on the Cardinal Board. There is currently three CFAC Members on the Board and they are considering adding a fourth. She said they would like to have someone who represents the TBI community but they are not moving forward with that until the current Members' terms are over. Terry stated they are still trying to

determine when the fourth position will be filled. Julie stated it is her understanding that the CCAB may have the authority to appoint a member but CFAC has the right to recommend who they would like to be their representative. She was concerned they were aware of this process and feels it needs to be made clear that CFAC will choose who they would like to nominate to ensure the four regions are represented. Sarah said she believes the recommendation will be honored but she will mention it to Ashely Conger.

New Business & Action Steps

1) *Appoint Nominating Committee* *Obie Johnson*

See ‘nominating committee’ under ‘Reports from SUD, MH, I-DD Advisories/Registry Project/Nominating Committee’.

2) *Peer Support down 15%* *Sarah Potter*

SP would like to have someone from DHHS come back and tell them why the services are down 15%. Pamela stated the services are down due to Covid-19. She said Peer Support Specialist are not able to meet with Members to help serve them.

- **Statutes Addressed** **CFAC Members**
LBP and County Budget
- **Statutory Recommendations to Board** **CFAC Members**
No recommendations
- **Community Involvement Updates** **CFAC Members**
Trainings/Conferences/Events
Dr. Lynch mentioned the Forsyth Mental Health Collaborative will meet Wednesday, May 13, 2020 from 5:30 pm – 7:00 pm and will have a discussion regarding the increase in domestic violence and child abuse as a result of Covid-19. He stated Rebecca Nigoshi, the clinical director of Family Services will join in the discussion along with Andy Hagler from the Mental Health Association.

- **Adjournment**

Obie Johnson

Matt motioned to adjourn at 8:20, Kelly seconded; all were in favor.

**Next Meeting – 6/8/2020
Via WebEx**

Submitted by:

Thonda M Blain | Project Support Professional 5/20/20

Name, Title, Date