

Executive Consumer & Family Advisory Committee Meeting Minutes

Thursday October 26, 2017

Cardinal Innovations 2929 Crouse Lane, Suite A Burlington, NC 27215

Committee Members	Voting Member Present = P Absent = A
Beverly Corpening-CFAC Chair	P
George Bridges	P
Russell Andrews	A
Janet Sowers	P
Angelena Dunlap	P
Rosemary Lewis	P
John Hufton	P
Bob Crayton	P
Leslie Matthews	P
Beverly Morrow	P
Jeanette Williamson	P
Matt Potter	Via Telephone
Obie Johnson	P
Shira Belovicz	P
LME/MCO and State Staff	Non-Voting
Agency: Cardinal Innovations Healthcare Title: Member Engagement Director Name: Jane Clark	Present
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist Name: Tim Simmons	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 Team Title: Mental Health Program Coordinator Name: Stacey Harward	Absent
Guests	Non-Voting
Dora Hufton	Present
Samantha Bell-Cardinal Innovations LMS Administrator	Present
Cindy Wickline-Cardinal Innovations Learning Center	Present
Jill Quienn-Cardinal Innovations Lead Regional QM Manager	Present
Beth Alborough	Via Telephone
Sara Potter	Via Telephone



- I. **Call to Order/Introduction** **Beverly Corpening**
Chairperson called the meeting to order at 6:05p.m. Introductions were made and guest speakers were introduced.
- II. **Consent Agenda and Minutes Approval**
No minutes to approve
- III. **Off Topic** **Beverly Corpening**
Chairperson spoke about email's from Jane Clark that were malicious and disrespectful. Minutes are to be sent to Beverly Corpening.
- IV. **CIH Learning Center** **Samantha Bell & Cindy Wickline**
CI staff came in to talk to CFAC members about the training center that is available for employees, which would be beneficial to CFAC members. Samantha and Cindy came and asked about what topic that CFAC would like to see or have available to them. Notes were taken regarding topics and trainings of interest for CFAC members.
- V. **QA/Quality Improvement (GCQI) Updates** **Jill Queen**
Jill presented about the Cardinal Innovations Healthcare Annual Quality Strategy and Performance Improvement Plan. Jill gave an overview about the GCQI packet. Jill asked that if CFAC members had any questions or suggestion to feel free to email her. GCQI has vacant seats, local CFAC able to nominate for a seat.
- VI. **New Business** **Beverly Corpening**
CFAC retreat is coming up on Dec 16. Beverly Morrow and Angelena Dunlap are on the budget committee and working on getting it all set-up. Statewide CFAC Rally being held in either March or April.
- VII. **Action Steps**
Updating emails for all CFAC Members. Establishing an email specifically for the executive CFAC.
- VIII. **Recruitment and Membership Efforts**
- IX. **Recommendations to the Board**
Beverly Morrow is a candidate for the Board. Has not been accepted as a board member as of yet so has not been able to attend a board meeting. Jane to inquire regrading expediting Beverly Morrow's process.
- X. **Comments & Adjourn**
Meeting adjourned at 8:05

Submitted by:

Reina Merino

Reina Merino/Project Support Professional 11/3/2017 (revised 2.23.18)