

# OPC Consumer & Family Advisory Committee Meeting Minutes

Date and Time: 01/11/2018

Location: Cardinal Innovations Healthcare, 201 Sage Road, Chapel Hill, NC 27514

Committee Members	Voting Member Present = P Absent = A
CFAC Chair-Janet Sowers	P
Allen Dittmer	P
Heather Nash	P
Leslie Matthews	P
Marcus Matthews	A
Shira Belovicz	P
Stanley Cotton	P
Steven Furman	P
LME/MCO and State Staff	Non-Voting
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Manager <b>Name:</b> Deborah Hendren	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> VP, Community Operations <b>Name:</b> Anna Yon	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Sr. Community Executive <b>Name:</b> Ric Bruton	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Specialist <b>Name:</b> Juanita Jefferson	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Specialist <b>Name:</b> Jennifer Munch	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Quality Management Team Lead <b>Name:</b> Paula Newman	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Project Support Professional <b>Name:</b> Felicia Williams	Present
<b>Agency:</b> Division of Mental Health, Developmental Disabilities and Substance Abuse Services   NC Department of Health and Human Services, Community Engagement & Empowerment Team <b>Title:</b> Mental Health Program Coordinator <b>Name:</b> Suzanne Thompson	Present



<b>Agency:</b> Division of Mental Health, Developmental Disabilities and Substance Abuse Services   NC Department of Health and Human Services, Community Engagement & Empowerment Team <b>Title:</b> Mental Health Program Coordinator <b>Name:</b> Stacy Harward	Present
<b>Guests</b>	<b>Non-Voting</b>
Benita Purcell	Present
Bob Crayton	Present

**I. Call to Order/Introduction Janet Sowers**

Chairperson called the meeting to order at 6:03 p.m.

**II. Consent Agenda and Minutes Approval Janet Sowers**

OPC CFAC Minutes from November were presented. There wasn't a quorum to vote for approval. Later in the meeting, when a quorum was present, voting was revisited, but motion to approve wasn't complete. Suggested approval with the correct spelling of Benita's name. November minutes will be presented at the next CFAC meeting for approval with correction.

**III. Dashboard Reports Paula Newman**

September 2017 Central Community Office Quality Management Dashboard was reviewed and questions were answered.

**IV. Old Business Janet Sowers**

Shira's Transportation – Per Juanita, a phone number will be provided for the Golden Eagle.

Peer Support Workshop- Evaluations were emailed to members electronically by Juanita for planning for next year.

CFAC Self Evaluations- Pamphlets were provided to be dispersed.

**V. NC DHHS Updates Stacey Harward**

Juanita shared email address to find training updates. (tammy.baity@dhhs.nc.gov)

**VI. Cardinal Innovations Health Updates**

**Juanita Jefferson**

The new Member Engagement Manager, Deborah Hendren was introduced by Ric Bruton.

Anna Yon and Suzanne Thompson provided updates and addressed questions and concerns from the members.

**VII. Action Steps**

**CFAC Members**

OPC CFAC will meet every month starting next fiscal year.

Future meetings will comprise of trainings to better equip CFAC members. Every other month will be devoted primarily to trainings for the committee with the request of full budget training as priority on the list.

Members will continue to explore effective ways to recruit new CFAC members.

**VIII. Community Board Updates**

**Leslie Matthews**

Leslie provided updates from the Board meeting. Ric also summed up additional information regarding the Central Community Board meeting.

**IX. Recommendations to Board**

**Janet Sowers**

Janet suggested that each CFAC member try to make it to at least one Executive CFAC meeting during the year.

**X. New Business**

**Janet Sowers**

Janet announced that she needs to step down as Chair. Steven expressed interest in being the interim Chair.

Leslie motioned to have Steven be the new interim Chair and Heather be the interim chair elect. Allen seconded the motion. All in favor. Motion carried.

**XI. Comments & Adjournment**

**Janet Sowers**

Leslie motioned to adjourn. Meeting Adjourned at 8:35 pm.



Submitted by:

**Project Support Professional 01-11-2018**

Name/Title and Date