

Central Region Consumer & Family Advisory Committee Meeting Minutes

August 4, 5:30PM-7:30PM

Via WebEx 1-415-655-0003 | Access Code: 1605386957#

Note: **Due to the COVID-19 pandemic and the Governor's Stay-At-Home Order, this meeting was held by WebEx and conference call.**

Committee Members	Voting Member Present = P Absent = A
Allen Dittmer	P
Bob Crayton - Chair	P
Candle Hughes	P
Darlene Cooper	P
Ellen Perry	A
Heather Johnson	A
Janet Sowers	P
Jeanette Williamson	P
Kyle Reece	P
Lea Ottinger-Vice Chair	P
Leslie Matthews	P
Paula Harrington	P
Stanley Cotton	A
Steve Furman	A
Timothy Jeffers	P
Marjorie Davis	P
LME/MCO and State Staff	Non-Voting
Stacey Harward, MH Program Coord, DMH/DD/SAS, CE&E Team	Present
King Jones, Health & Wellness Dir,	Present
Lynn Inman, Community Operations Mgr/CFAC Liaison	Present
Ric Bruton, Central Region Dir	Absent
Guests	Non-Voting
Benita Purcell	P

I. Call to Order/Introductions

Bob Crayton called the meeting to order at 5:40 p.m.

Members introduced themselves and their county/area of behavioral health.

II. Consent Agenda and Minutes Approval

No changes to the Agenda. Bob Crayton requested a motion to approve the agenda.

Janet Sowers made a motion to approve the agenda. Jeanette Williamson seconded the motion. All in favor. Motion carried.

There were a few typos to the minutes for July 7, 2020. Janet Sowers will send those to King. Bob Crayton requested a motion to approve the July 7, 2020 minutes.

Janet Sowers made a motion to approve the minutes. Paula Harrington seconded the motion.

All in favor. Motion carried.

III. Public Comments

Benita Purcell is now Chair on the legislative subcommittee. They are working on the language and rewrite of general statute 122(C) and are putting some recommendations in place. Also, direct support staffing crises on national crises for family members. Kelly Freelander is on the Board of National Direct Professionals Association will speak to this topic at our September 9 meeting.

IV. Cardinal Innovations Reports

a. Community Operations Updates, King Jones

- CFAC Budget: this year we will give updates on budget balances; split up equally, meals, travel reimbursement, stipends, trainings, etc. \$18,000 each. The peer support workshop will be separate; King needs to announce what that will be before Monday. We will try to do something similar to the summit. We are doing full stipend because we can't meet in person during COVID-19 initiatives. If you haven't gotten a stipend for July's meeting, please send King an email.
- CFAC Statutory Work Plan Calendar: King displayed the "Consumer and Family Advisory Committee Plan of Work FY2020-2021" on the screen. He commented this might look a little different than what you've seen in the past. He reviewed all the activities that are planned for each month. In September and March QM will present just the data; in October they will share QA/CQI plan; in June they will get your input on the annual AQ/CQI plan. In August and September, you will receive the annual report and is a reminder on what you can include. As a reminder, related to the annual report, each region will be given one PowerPoint slide to highlight the key aspects in five minutes to the Board in October.
- Local Business Plan Update: is tentative in light of COVID-19 but can review in November this year. Sandhills have commented on their local business plan for 2023, so why the delay? There is some confusion here among the members.
- Bonnie Schell Scholarship Committee Update: the steering committee members for Bonnie Schell all stepped down because of conflict of interest, and not enough time to reestablish the committee. Any scholarship applications received until October will be sent before the regional CFAC Chairs to vote. The Steering Committee Vice-Chair will be the tiebreaker if needed. This plan may or may not change in their October meeting, and could perhaps cause an amendment to the By-laws, which is happening just the same with other amendments above all, voting on a fourth seat to the Memberships.

Benita was welcomed to comment; no comments.

b. Regional Director Report/Member Engagement Update, Lynn Inman (Ric Bruton will not attend regularly, only on special occasions)

- COVID-19 Updates: none
- 2020 Perception of Care Survey – August 1-31, 2021; DHHS started sending out the survey to providers to administer to Members. No other information on this just yet.

V. Old/New Business and Action Steps

- #### a. 2020 PSW Planning Committee Update, Paula Harrington/Janet Sowers: planning a virtual workshop for October 2, from 10am-3pm, Wellness self-care and resilience. Dr. Wanda Bloom will do a WebEx on COVID 19. Benita and Stacey will present for all communities we serve.

Discussions around in person, how can we make sure the three W's are adhered to safely. How can we reach approximately 50 people, hoping they can sign up through the CFAC portal or Cardinal newsletter? This year we can include a mailing with supplies, \$10 per mailing, and hope Cardinal can help with bags and brochures. We invite any suggestions/ideas today or later, and will do a save-the-date flyer. King Jones said Cardinal will advertise in our newsletter, and it would be helpful to have the flyer provide the registration location/link. Cardinal's offices are closed until January so the facilities will not be available for the event. Cardinal could provide either WebEx or MS Teams, and will check on which will be better for larger events. For MS Teams, the attendee needs Windows 10 or join with an app on their phone, otherwise, WebEx might be the better option. Cardinal would host and provide details and doesn't have any computer equipment to contribute to the event. Question: will Members need to put packets together and purchase the materials. King is not available to attend Monday's meeting at 6pm, Lynn Inman could fill in but isn't sure he's able to help. King asked for a list of things needed so he could address them since he can't attend the call.

- b. Steering Committee Reports, Janet/Jeanette/Steve: Janet has not gotten a report yet, but there were public comments on what we were interested in. Janet report all the activities that occurred at the July Steering Committee.
- c. Provider Partners Council Report: Janet reported the discussion points that occurred in the January meeting, which was the last time they met.
- d. Ongoing discussion on Membership and Recruitment:
 - Marjorie Davis' CFAC Membership Transfer. Marjorie was welcomed and asked to introduce herself and the area she serves. This is a lateral transfer and tenure (second term) will not be interrupted. As of this evening, she is official a Central CFAC Member.

Bob Crayton requested a motion to accept Marjorie Davis from Five County CFAC to Central CFAC. Janette Williamson motioned to accept Marjorie as a member. Lea Ottinger seconded the motion.

All in favor. Motion Carried.

- Lea Ottinger's Leave of Absence: will be out for four months
Paula Harrington motioned to approve Lea's absence. [One man/one woman] seconded the motion.

All in Favor. Motion Carried.

Bob Crayton requested a Vice-Chair interim for the four months that Lea will be out. Janet Sowers volunteered for only four months.

Paula Harrington motioned for the Vice-Chair interim to be Janet Sowers. [woman's voice] seconded the motion.

All in Favor. Motion Carried.

- Steven Furman's Re-Appointment to Steering Committee: He is eligible for a second-year term. We will table this for next month; Bob and/or Janet will reach out to him. He may be experiencing technological issues preventing him from joining.
Bob Crayton requested a motion approve Steven's reappointment.

Janet Sowers motioned to defer. Jeanette Williamson seconded the motion.

All in Favor. Motion Carried.

VI. DHHS Report/CE & ET Updates, Stacey Harward

We sent out the CE update. Some people are not getting communications re community contacts. If you have Yahoo or AOL, it gets bounced back due to an electronic issue with the server. Cardinal may be resending them so some of you are getting duplicates. She is sending them to King and King can resend - noting the concern for people getting too many emails. She is working on a different provider but may miss the next mailing.

- Hope for NC; Hope 4 Healers; NC Care 360; good resources.
- Next month is suicide prevention and recovery month.
- Local CFAC updates: asked the members to take a poll on convenient times for their trainings; will send out a link to participate.
- State to local call is for everybody; the fourth Wednesday of every month, which has recently moved.
- Bill Harris that does our community inclusion is retiring after 31 years of service, this is his last month. Will be sending a second edition out this month.
- The division is starting a new Scoop is about dealing with anxiety and stress is coming out.
- The office is still closed, targeted to open in January. If earlier, no large meetings and attendance will be limited.
- We can do the trainings at the local CFACs online; will be doing a lot more trainings online. If you haven't received the PowerPoint and are on the training, please send her an email. The call-in numbers will remain the same, and runs 9am to 1pm.
- Question about Medicaid transformation being delayed brought up at a peer support meeting. Stacey doesn't believe it was put on hold. Tailored plans will come in affect July 2022. The tailored plans will be one year after a standard plan. State CFAC meeting number is and will be from now on: 984-204-1487, access 250 067 771#. Print on legal size paper.
- DHHS COVID 19 calls have gone to one per month: provider and consumer; next one is Thursday.
- Suicide Town Halls that Director Armstrong is doing, there will be another coming and will inform the members. Bob will share some flyers.

7:15pm. Tim Jeffers left the meeting

VII. Recommendations to the Board

Annual report

- Top three initiatives, email them the top three initiatives, and Bob will have a draft by next meeting to review for October 9, which is King's deadline to submit to the Board.

VIII. Community Involvement Updates: Trainings/Conferences/Events

- Allen chatted that UNC is starting back; UNC Faculty and Chapel Hill community leery of UNC students coming back to town
- a. NC MedAssist/Alamance OTC Drive-Thru - August 15, 2020
 - b. Four County Community Connections Fair - August 18-19, 2020
 - c. NC Collaborative *Virtual* Regional Policy Institutes

- d. NAMI NC 2020 *Virtual* Conference - October 10, 2020
- e. Regional CFAC September 22 and the 28, flyers and agenda to be sent out, about 1.5 hours in the evening

IX. Adjournment

Bob Crayton requested the meeting to be adjourned.

Kyle Reece made a motion to adjourn the meeting. Paula Harrington seconded the motion.

All in favor. Motion carried.

Meeting Adjourned at 7:30 p.m.

Submitted By: *Laura Wilkicki*, Cardinal Innovations Business Administrator for Community Operations