

Consumer & Family Advisory Committee Meeting Minutes

Date and Time: May 10, 2018 at 6:00pm

Location: Cardinal Innovations Healthcare, 201 Sage Rd, Chapel Hill, 27514

Committee Members	Voting Member Present = P Absent = A
CFAC Chair – Steven Furman	P
Allen Dittmer	P
Heather Nash	P
Janet Sowers	P—via WebEx
Leslie Matthews	P
Shira Belovics	A
Stanley Cotton	P
LME/MCO and State Staff	Non-Voting
Agency: Cardinal Innovations Healthcare Title: VP, Community Operations Name: Anna Yon	Absent
Agency: Cardinal Innovations Healthcare Title: Sr. Community Executive Name: Ric Bruton	Absent
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist Name: Juanita Jefferson	Present
Agency: Cardinal Innovations Healthcare Title: Project Support Professional Name: Jazmyn Street	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	Present via WebEx
Guests	Non-Voting



- I. Call to Order/Introduction** **Steven Furman**
Chairperson called the meeting to order at 6:10 p.m.
Ground rules read by Juanita Jefferson.
- II. Agenda and Minutes Approval** **Steven Furman**
OPC CFAC minutes from March 8th, 2018 were presented.

Leslie Matthews motioned to approve the minutes. Heather Nash seconded the motion.
All in favor. Motion carried.
- III. Old Business** **Steven Furman**
None.
- IV. NC DHHS Updates** **Stacey Harward**
State CFAC Meeting was held on May 9th, 2018. She advised there were changes in state leadership.
State CFAC state and local call will be held on May 16th, 2018.
Advocacy Day is May 22nd.
- V. Cardinal Innovations Health Updates** **Juanita Jefferson**
Juanita went over memorandum from Jane Clark regarding Director's updates for the Executive CFAC.
- VI. Recommendations to Board** **Steven Furman**
Leslie will bring to the Board the fact that members are receiving too many redundant emails from Cardinal Staff, resulting in some emails not getting opened by members.

To assist with getting more trainings approved in time by the committee, Janet and Leslie suggested having meetings once per month instead of every other month.

Allen Dittmer mentioned he would make a recommendation for there to be a message board for CFAC members instead of emails being the primary source of communication.
- VI. New Business & Action Plan Review** **Steven Furman**
Juanita read Tammy Crowder's request to come speak at a CFAC meeting for 15 minutes. Leslie suggested to have Tammy speak at the Peer Support Workshop instead, in hopes of reaching a larger crowd. Also to invite Tammy to observe and OPC CFAC meeting to possibly join.

Juanita spoke with Cardinal's IT Department to request that an old Chromebook from Member Engagement be used by the CFAC chair to assist with communication. This Chromebook will be passed to each chair, as the position becomes filled by other members. Juanita advised that Cardinal will not pay for Wi-Fi or internet access for the chair.

Cardinal Innovations' Learning Center will be available to CFAC members beginning July 1st, 2018. Leslie mentioned that she was under the impression that there would be "computer rooms" at Cardinal sites for computer usage. Juanita informed that the Learning Center is completely virtual, and there will not be rooms available to CFAC members for computer usage.

This year's Peer Support Workshop will be held September 28th, 2018 at New Hope Camp & Conference Center from 8:30am until 4pm. The theme will be "Change Is Vital for Growth". \$200 worth of gift cards will be

purchased as door prizes for the event. The committee agreed to have the following purchased: two \$25 gas cards, two \$25 Walmart gift cards, two \$15 Food Lion gift cards, two \$15 Dollar Tree or Dollar General gift cards, two \$10 Subway gift cards, and two \$10 Jersey Mike's gift cards.

Leslie mentioned to possibly get Club Nova and Club Insight interested in attending by getting Save-The-Dates and flyers out for advertisement as soon as possible. Allen Dittmer agreed to have a draft flyer for the Peer Support Workshop completed and submitted to Juanita by May 24th. After she shares the draft with the committee, members agreed to advise Juanita of their vote by May 31st.

Leslie advised there is still a great amount of excess in OPC's CFAC budget. To offset this, the gift cards for the Peer Support Workshop will be purchased in June, before the end of the fiscal year. Also, OPC CFAC t-shirts will be ordered by Juanita. The committee decided to have tie-dyed t-shirts ordered, with turquoise being their second option if tie-dye is not available. The shirts will say "OPC CFAC" on the front left pocket, and "Ask Me About CFAC" in large letters across the back in either black or white.

VII. Action Steps

CFAC Members

Leslie requested that Juanita discuss with leadership the fact that members are receiving too many redundant emails from Cardinal Staff, and what can be done about this issue.

The committee needs speaker ideas on Mental Health, Substance Use, or the Opioid Crisis. Janet says she will talk to the Integrated Healthcare Clinic to ask about a speaker coming. Stacey Harward stated she will reach out to Ron Roux, Kurtis Taylor, and Secretary Cohen to see if they would be interested in speaking/presenting at the workshop.

Juanita will confirm whether or not a deposit for New Hope Camp has been made.

VIII. Recruitment and Membership Efforts

Leslie presented 10 CFAC orientation folders to the Board at their last meeting.

100 CFAC brochures were laid out by clerk for members to take with them and distribute.

VIII. Public Comment

Community Members

None.

X. Adjournment

Steven Furman

Meeting adjourned at 8:01pm.

Submitted by:

Jazmyn Street, Project Support Professional 5/10/2018

Name/Title and Date