

Executive Consumer & Family Advisory Committee Meeting Minutes

Thursday July 26, 2018 6:00PM

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

Committee Members	Voting Member Present = P Absent = A
Beverly Morrow-Interim Chair	P
Obie Johnson-Interim Chair-Elect	P
Jeanette Williamson	P
Bob Crayton	P
Angelena Kearney-Dunlap	P
Rosemary Lewis	P
Jean Andersen	P
Shira Belovicz	P
Leslie Matthews	P
Janet Sowers	P
John Hufton	P
Matt Potter	P
Terry Cox	P
Russell Andrews	Via-Telephone
Gloria Tiller	A
LME/MCO and State Staff	Non-Voting
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist/CFAC Liaison Name: Tim Simmons	Present
Agency: Cardinal Innovations Healthcare Title: Project Support Professional/CFAC Clerk Name: Reina Merino	Absent
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	Via-Telephone
Guests	Non-Voting
Anna Marshall-VP Community Operations	Present
Sarah Potter-Guest	Present
Laura Hufton-Guest	Present

I. Call to Order/Introduction **Beverly Morrow**

Chairperson called the meeting to order at 6:01PM. Introductions made.

II. Special Business **Beverly Morrow**

Beverly Morrow explained why the meeting of June 28, 2018 was valid and the voting process that took place at that meeting was valid. The voting was valid as stated in Article VI, Meeting Information Section VII page 7 Quorum Voting; at the time of the meeting we had a membership of 16 members with 12 members present, which put us at 50% plus one. Only 50% was needed and that fulfilled quorum voting. 9 members voted and 1 abstained. Also Article VII under Offices Section I Election of Terms and Office; Officers of the CFAC shall be a chair and a chair-elect. The offices shall be nominated and elected by a majority of votes of the CFAC at the last meeting prior to June 30. Any elected offices may serve 2 terms if elected. Maximum terms are two 2 year terms for a maximum of 4 years. Any officer may serve 2 consecutive terms if elected, nominations shall be made to the chair two months prior to the last meeting for the end of the fiscal year.

Bob Crayton had an issue regarding the affirmative vote of two-thirds of the members for removal of officers. Bob Crayton stated that he resigned as chair-elect and chair.

Beverly Morrow and Obie Johnson will remain as interim chair and chair-elect until the Summit.

Beverly Morrow clarified that Russell Andrews is a member of the Executive CFAC.

Beverly Morrow went over the proposed revision of the current Bylaws. Rosemary Lewis made a motion to accept the proposed written revisions to the current Bylaws, John Hufton seconded the motion, all in favor and one ascension.

III. Minute Approval **Beverly Morrow**

Minutes for June 28, 2018 were accepted once corrections are made. Matt Potter made motion to accept the June minutes once corrected and Jean Anderson seconded the vote. Minutes for the 7.16.2018 conference call were accepted once corrections are made. Motion made by Matt Potter to accept minutes once corrected, motion seconded by Terry Cox.

Beverly Morrow mentioned that it had come up that individuals who are not members of the Executive CFAC would like to receive the agenda and the minutes.

IV. New Business **Beverly Morrow**

Beverly Morrow stated that Anna Marshall had advised her that Mecklenburg CFAC Chair has made a request that see every CFAC's budget. Budget information is public information. Anna Marshall stated that all budgets for all CFAC's was approved. CFAC budget had a big increase from last fiscal year.

Bob Crayton gave a report on the CFAC Bylaws committee. As a result of the CFAC Summit held on March 2018, it was determined that many of the CFAC members were not satisfied with the current CFAC structure. Five options will be presented at the Summit to be voted on. Bylaws to be restructured to match the structuring option voted on.

Sarah Potter discussed SCFACs Advocay Day. Sarah mentioned how it provides an opportunity to get to know the legislators and for them to hear their concern, we want the continued involvement of MCO's under Medicaid Transformation. They also spoke about the learning oportunites in the Cardinal Innovations Learning Center.

Terry gave a report on the Communications Committee. Terry Cox reported on how information from the Board was not being distributed from the Board to the Local CFACs. One of the suggestions that came from the Summit was to have a portal where the Chair of the local CFACs could submit questions and it go directly to the Board. Rather than it go to the Executive CFAC and then the Board, and then back again to the Executive CFAC. It would take to long to get information as the Executive CFAC only meets every other month. Janet Sowers spoke about how the membership wanted to have more feedback and to understand what the loop was taking it to the Board of directors. That there were communication bottle necks when it was just sent to the chair. Terry mentioned that a lot of the times the counties in the region are not represented.

Beverly Morrow wants to coordinate the when, where and a creation of a Committee for the Summit. It will be a two day Summit beginning Friday and ending on a Saturday around 3pm. This Committee will be making a lot of decisions, the main thing is the Bylaws to be re-written and any thing else that needs to be brought to the Summit. Beverly Morrow would like Trey Sutton, and then someone from the Board to attend the Summit. Anna Marshall mentioned that the meeting room at the Kannapolis Cardinal office is available. Date for the Summit is October 12th and 13th. Summittle Committee so far consists of Russell Andrews, Obie Johnson, Beeverly Morrow, Jean Andersen, Bob Crayton, John Hufton from the Executive CFAC, the committee will be made up of a maximum of 11 members. Each Executive CFAC member will invite one person to serve on the committee except Piedmont. Obie Johnson made a motion for Jean Andersen to be the Chair of the Summit Committee and was seconded by Beverly Morrow, all in acceptance. Beverly proposed that the Executive CFAC not meet until after the Summit if the Executive CFAC still exists. Anna Marshall mentioned that Trey Sutton will be at the Summit once the date was established.

Relational Agreement is obsolete since the new Board was formed. Once the Summit has taken place a new Relational Agreement needs to be put in place.

V. Public Comments

Beverly Morrow

Jean Andersen talked about the Bonnie Schell Scholarship. The Bonnie Schell Scholarship is to be used by the members of the community to attend trainings and conferences pertaining to substance use disorder, mental health, IDD such as autism conferences, NC Tide, policy forums, seminars and any events.

VI. Adjournment

Next Meeting will be at the Summit
Meeting Adjourned at 8:15PM

Submitted by:

Reina Merino-Project Support Professional 8/1/2018

Name/Title and Date