

Consumer & Family Advisory Committee Meeting (CFAC) – Piedmont

Tuesday, January 15, 2019 | 6:00 P.M. – 8:00 P.M.

Cardinal Innovations Healthcare
4855 Milestone Ave. | Kannapolis, NC 28081

MINUTES

Committee Members	Voting Member
Beverly Morrow, CFAC Chair	Present
Jean Andersen	Present via phone
Hezekiah Anderson	Present
Terri Clark	Present
Michelle Joshua	Present via phone
Mary Sechler	Present
LaRhonda Watkins	Present
Staff	Non-Voting
Reid Thornburg, Sr. Community Executive	Absent
Yalanda Williams, Member Engagement Specialist – CFAC Liaison	Present
Sharon Friend, Project Support Professional – CFAC Clerk	Present
Emily Bridge, Director, Community Engagement	Present
Guests	Non-Voting
Dr. Iris Sanders, Union County Guest/New Membership	Present



- **Call to Order/Introduction** Beverly Morrow
 - Beverly Morrow called the meeting to order at 6:13 p.m.
 - Introductions were made by visitors and guests as well as everyone present.

- **Consent Agenda and Minutes Approval** Beverly Morrow
 - Minutes from the meeting held Nov. 20, 2018 were presented for approval. Motion to approve the minutes was made by LaRhonda Watkins and seconded by Terri Clark. Motion was carried, meeting minutes were approved.

- **Old Business**
 - Update > Cardinal Innovations Yalanda Williams
 - Yalanda will be sending out presentations from the State and also any training opportunities in our area.
 - Yalanda provided the DHHS Updates from Suzanne Thompson [DWAC meeting – Jan. 16, State to Local CFAC call – Jan. 16, Tailored Plan Webinar – Jan. 24].
 - Mark Bots presented at the State CFAC meeting – his presentation was provided to the Board as a handout. It will be addressed and discussed at a future meeting.
 - Recovery conference in Greensboro: One Community in Recovery – Mar. 14-15
 - ARC conference in Winston Salem: Rooted in Advocacy – Mar. 28-29
 - Legislative Breakfast in Raleigh – Feb. 2
 - How To Address Statutory Requirements Beverly Morrow
 - Transition to Community Living will continue to stay as an action item. This topic will be an agenda item on next month’s meeting. Terri Clark has been in contact with key players at Cardinal and will provide an update. Beverly will follow up with Mike Bridges regarding a report consisting of outcome statistics.
 - There was discussion surrounding a few service gaps that can be addressed: 1) the support needs for a member when Peer Support/Community Support has ended; 2) the assessment of physical health, not just mental health, of a member after they’ve transitioned from assisted living; and 3) educating members on where they can get information to report concerns, call our legislators, find provider services, etc.

FY2018-2019 Work Plan

February 2019	April 2019	June 2019
<ul style="list-style-type: none"> • Continue working on #1, which leads into #2 – Terri Clark will provide an update on Transition to Community Living. • #5 – Requested Jill Queen to attend Feb. meeting. 	<ul style="list-style-type: none"> • #4 – Requested Reid Thornburg to attend Apr. meeting to give info on the County program and services budget. 	<ul style="list-style-type: none"> • #3 – Review towards the end of the fiscal year. • #6 – Review towards the end of the fiscal year.

- Learning Center – Assignment
 - Beverly reiterated to the Board to go into the Learning Center and take advantage of the opportunity Cardinal has provided to learn.
 - Yalanda to reset passwords for Terri, Jean, Beverly, and Dr. Sanders.
- New Name for Piedmont/Mecklenburg Combining
 - After discussion by the Board, it was agreed to keep the new name “*Southern*” as it is listed in the new by-laws.

- **New Business**

- Update > By-laws Committee Terri Clark & LaRhonda Watkins
 - A completed draft of the by-laws will be presented to the Executive CFAC on Jan. 24. There will be a call in number available for anyone interested in joining and the opportunity for public comments (only those who are on the ECFAC will be able to participate).
 - The current by-laws are in effect until the new ones are final.
 - Terri and LaRhonda provided the Board with a brief synopsis of some of the changes to the by-laws. The by-laws will be broken out by duties/responsibilities for the Members of the Steering Committee and duties/responsibilities for the Local CFAC Members.
 - The Steering Committee will be comprised of Members from the four Local CFAC Regions > three Members (one representing each of the disabilities) + one at large for a maximum of four representatives from each of the Regions.
 - The Local CFAC Regions will consist of three Members (one representing each of the disabilities) + up to 4 ad hoc from each county – max voting participation of 19.
 - Beverly will forward the draft of the by-laws to the Board once completed.
- Update > Network Provider Council
 - Beverly provided an update on behalf of Andrea Stevens. Andrea agreed to stay on the Network Provider Council representing CFAC.
 - Andrea did a secret shopper project and found that there are providers on the list that do not provide the service, and vice versa. Beverly suggested to the Board that this information we’d like Andrea to take back to the Network Provider Council and ask what is being done about it. The referral database needs updating.
 - The ‘Provider Barriers Update’ presentation was provided as a handout to the Board.
- Questions & Answers > Quality Report/Dashboard Jill Queen
 - Jill Queen was not present at the meeting. Yalanda will connect with Jill to schedule her for the February meeting. Beverly reiterated that board members need to come to the next meeting prepared to ask Jill questions.
- Vote for New Member
 - Dr. Iris Sanders – will represent MH in Union County
 - Dr. Sanders stepped out of the meeting room to allow the Board to review and discuss new membership consideration.
 - Motion to accept Dr. Sanders as a new member was made by Mary Sechler and seconded by Hezekiah Anderson. Motion was carried, Dr. Sanders is a new member as of today.

- **Action Plan**
 - **Achieving Our Six Statutory Obligations** CFAC Members
 - Transition to Community Living
 - **What Do We Want to Achieve This Year**
 - See Plan of Work outline above
 - **New Member Solicitation**
 - We are in need of a Member to represent the Substance Use diagnosis.
 - Existing Mecklenburg CFAC Members will need to re-apply (this will occur after new by-laws are in effect).

- **Public Comment**
 - There were no public comments.

- **Comments & Adjourn**
 - There were no additional comments.

- **Beverly Morrow adjourned the meeting at 8:00 p.m.**

Next Scheduled Meeting > February 19, 2019

Submitted by:

Sharon Friend | Project Support Professional

Name | Title

Jan. 15, 2019

Date