

**Consumer & Family Advisory Committee Meeting Minutes**  
**April 10, 2018 6:00pm**  
**VGCC Warren Campus, Bldg 4, Room W4103**

Committee Members	Voting Member
	Present = P
	Absent = A
CFAC Chair- Angelena Kearney-Dunlap	Present
CFAC Chair Elect- George Bridges	
Alan Pitts	
Barbara Johnson	
Bertha Hargrove	Present
Dianna Talley	
Marietta DeLoache	Present
Marjorie Davis	Present
Rosemary Lewis	
Seneca Nicholson	
Rayshell Horton	
Lisa Branch	Present
Staff	Non- Voting
Jennifer Munch- Member Engagement Specialist/ CFC Liaison	Present
Mary Pearce- CFAC Clerk	Present
Elliot Clark- FC Senior Community Exec.	
Guests	Non-Voting
Jessica- Kimberly's Catering	Present
Shanita Hawkins- New Beginnings	Present
Lakeisha Perkins- New Beginnings	Present
Hilda Mae Terry	Present
Walter Davis	Present

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| <p><b>I. Welcome/Introduction</b><br/> Chairperson called the meeting to order at 6 p.m.</p> | <p><b>Angelena Kearney-Dunlap</b></p>     |
| <p><b>II. Call to Order/Pledge of Allegiance/Blessing of Food</b></p>                        | <p><b>Angelena Kearney-Dunlap</b></p>     |
| <p><b>III. Cardinal Innovations Health Updates</b></p>                                       | <p><b>Jennifer Munch/Elliot Clark</b></p> |



- a. General Updates: Jennifer filling in for Shirley. Announcements made for upcoming Cardinal Wellness events. Elliot Clark announced Five County NARCAN Town Hall scheduled for 04/11/18 in Henderson, and discussed the distribution of NARCAN kits in the FC area. Elliot discussed the function of the “Stepping Up” initiative, and explained “Tele-Health” mental health services being established in Franklin and Halifax County prisons. Telehealth offers access to licensed psychiatrists for currently incarcerated individuals. Vance and Warren are also set to begin services soon. Budget planning is currently being done to include funding for the Telehealth program.
- b. Review Orientation Packets: Jennifer discussed and explained the paperwork included in the FC CFAC orientation folder. Committee members will sign documentation to acknowledge their receipt of the orientation folders.
- c. CFAC Leadership Document Review

**IV. Consent Agenda and Minutes Approval**

**Jennifer Munch**

- a. September 2017, October Call 2017, November 2017, January 2018

The committee was given time to read over the minutes from the previous meetings, for which there was not a quorum for approval. Proposed corrections for November minutes: Remove Jane Clark, and correct Jennifer Munch and Elliot Clark’s titles that appear on the minutes. A motion was made to accept the last four minutes, including the November corrections. Motion made by Bertha Hargrove, seconded by Marjorie Davis. The committee voted unanimously to approve minutes from September 2017, October 2017, November 2017, and January 2018; including November corrections.

**V. Old Business**

**Angelena Kearney-Dunlap**

**VI. NC DHHS Updates**

The regional committee has requested updates from Suzanne Thompson regarding her presence at CFAC meetings for DHHS updates.

**VII. State CFAC, Community Board, and/or Corporate CFAC Updates**

**Angelena Kearney-Dunlap**

Angelena and Rosemary Lewis attended the State CFAC meeting in Burlington, where issues with lacking quorum for documentation approval was discussed. Angelena discussed opportunities for members to chair mental health, IDD, and substance abuse committees for upcoming awareness months.

**VIII. Recommendations to the Board**

**Angelena Kearney-Dunlap**

Angelena asked for guests from New Beginnings peer support to discuss the challenges currently affecting their services. A lack of shelters/assistance resources in rural areas was mentioned. Transportation issues were also discussed: members do not have access to sufficient, reliable public resources that will transport them outside of their home county. Discussion was held on the travel delays experienced with KARTS services when attempting travel outside the county. A question was raised as to whether KARTS could coordinate with other transportation provider via transit authority, to provide a more comprehensive transportation option. A question was raised as to whether outside transportation services receive state reimbursement. A private contractor was suggested as a possible resource. The committee will provide contact information to Angelena.

The need for treatment centers/clinics/locations for support meetings in the Five County area was discussed. NA/AA meetings were discussed, but the committee spoke on the need for additional services. Discussion was held on the closing of the men's shelter in Henderson.

Peer support staff from New Beginnings mentioned the following for Halifax County: Employment/Training services are also lacking in the area. There is a lack of homeless shelters for women/children, making crisis placement difficult. Community resources are also needed for local law enforcement and shelter managers, as well as services that have weekend hours. Engagement for incarcerated individuals is needed. Services are needed for children/parents.

Angelena asked the committee to review the new Local Business Plan, and prepare to discuss it at the next meeting.

**IX. New Business and Action Plan Review**

**Angelena Kearney-Dunlap**

a) Review/Adopt new meeting schedule proposed for 2018:

May/June	Vance County	Sept/Oct	Halifax County
July/Aug	Granville County	Nov/Dec	Franklin County

Angelena advised the committee to prepare to vote on this meeting schedule at the next meeting, along with the local business plan

b) Appoint George Bridges as CFAC Public Information Officer

George was not present for appointment

c) Select a representative to serve on Network Provider Council

Jennifer discussed the need for a CFAC participant from Five County to attend Provider Council meetings. It was suggested that the recommended representative be someone who has experience as a provider, or within a provider service. This can be someone that the CFAC appoints that is not a CFAC member. Elliot advised that Provider Council meets at the Five County Cardinal Innovations office on the second Friday of each month. The committee will bring recommendations for a representative to the next meeting.

d) Review Relational Agreement proposed changes- The committee recommends that the document be adopted.

**X. Action Steps:**

**Angelena Kearney-Dunlap**

Review/comment on and monitor Local Business Plan, to be presented in May and have final comments available by the July meeting.

Identify service gaps in the service area.

Recommendations made for upcoming budget to cover upcoming MH awareness events.

Participate in Quality Review/improvement measures. Elliot advised there in a dial-in option for the Quality Improvement committee, for which Angelena requested the committee to recommend a representative.

**XI. Recruitment and Membership Efforts**

**CFAC Members**

Angelena advised guests that applications are available in the orientation folders, and interested attendees must attend two consecutive meetings before being inducted into the committee.

The committee discussed distributing flyers, making radio/newspaper announcements, and advertising through local food banks to attract public interest for future CFAC meeting. Setting up tables/making announcements at area community events was also discussed. It was proposed that the committee could develop a standard communication to present at local events, in order to further recruitment efforts. Outreach to local businesses was suggested as well.

**XII. Community Involvement Updates**

**CFAC Members**

Warren Senior Center offers KARTS transport for seniors wishing to attend future CFAC meetings.

NC Tide will be held on April 25. George Bridges will attend. Angelena will send application information to Halifax committee members.

**XIII. Public Comment**

**Community Members**

Cardinal TCL services were discussed. Halifax committee members volunteered to present CFAC brochures at the next Halifax Stepping Up workgroup.

**XIX. Comments & Adjourn**

**Angelena Kearney-Dunlap**

Committee was urged to become more active in community engagement and recruitment efforts. Seneca Nicholson expires in May, Bertha and Marietta in May. The committee will discuss re-appointment for these members at the next meeting. No additional comments from staff or committee. The meeting was adjourned at 7:39pm.

Submitted by:

*Mary C. Pearce, CFAC Clerk 04/10/18*

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Name/Title and date