

Consumer & Family Advisory Committee Meeting Minutes

Date and Time: November 8, 2018 at 6:00 PM

Location: Cardinal Innovations Healthcare, 201 Sage Road, Room 104, Chapel Hill, NC 27514

Committee Members	Voting Member
	Present = P
	Absent = A
CFAC Chair – Steven Furman	P
Allen Dittmer	P
Heather Nash	A
Janet Sowers	P
Shira Belovics	P
Stanley Cotton	P
LME/MCO and State Staff	Non- Voting
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist Name: Juanita Jefferson	Absent
Agency: Cardinal Innovations Healthcare Title: Member Engagement Specialist Name: Jennifer Munch	Present
Agency: Cardinal Innovations Healthcare Title: Senior Community Executive Name: Ric Bruton	Absent
Agency: Cardinal Innovations Healthcare Title: Project Support Professional Name: Felicia Williams	Present
Agency: Division of Mental Health, Developmental Disabilities and Substance Abuse Services NC Department of Health and Human Services, Community Engagement & Empowerment Title: Mental Health Program Coordinator Name: Stacey Harward	Present
Guests	Non-Voting
Dwight Lane	Present



- I. Call to Order/Introduction** **Steven Furman**
Chairperson called the meeting to order at 6:13 p.m.
- Ground rules were read by Jennifer Munch.
- II. Agenda and Minutes Approval** **Steven Furman**
OPC CFAC Minutes from October 25, 2018 were presented. Allen suggested modifying information under item VIII (Recommendations to the Board). He was able attend two or three Freedom House Therapy Group meetings, so the information was changed to reflect this.
- Janet motioned to approve the minutes with recommended changes. Steven seconded the motion.
- All in favor. Motion carried.
- III. Old Business** **Jennifer Munch**
Per Juanita's inquiry, the group confirmed that they were going to wait on electing a new Vice Chair until after the merger. There was a brief discussion about when the changes for the CFAC merger would take place and where the meetings will be held. The group shared highlights from the CFAC Summit for members who missed the last meeting. They also talked about the by-laws process and changes they hope to make in the transition so things may be more suitable for the local CFAC. Janet shared that the By-laws Subcommittee will meet on December 8th and more details will be shared from that gathering with the group during the upcoming December OPC CFAC Meeting. Currently, there is still no representation from Mecklenburg County.
- IV. NC DHHS Updates** **Stacey Harward**
Nothing much has changed since the last OPC CFAC meeting. We are still in a quiet period with the Medicaid transformation. The next State CFAC meeting will be on December 14th. The State to Local CFAC Conference Call has been changed to November 28th. NC News has the breakdown of the DHHS budget. There is a Human Trafficking Conference on December 3rd. An International Survivors of Suicide Walk Day will be held Nov 17th. A resource newsletter for veterans is now available and veterans may access it with a link for veterans. NC awarded 27 million in federal funding for opioid crisis. Innovations NC 1915C Waiver is open until November 22. The group is encouraged to go to DHHS website and make a comment individually or as a CFAC group.
- Allen had questions about other states' recent votes to expand Medicaid and was interested in receiving more details about that. There was a brief discussion with the group.
- V. Cardinal Innovations Healthcare Updates** **Jennifer Munch**
Per Juanita's inquiry, the group confirmed that they still plan to meet on December 13th. Stacey shared that she will not be available to attend, but can send someone from her team for the December meeting at the group's request.
- VI. Recommendations to Board** **Steven Furman**
None.
- VII. New Business & Action Plan Review** **Steven Furman**
The group identified ways they were meeting each of the 'Six Statutory Requirements.' For monitoring the implementation of the local business plan, the group discussed how they reviewed the dashboard reports and considered it to be acceptable for this statutory task. Jennifer encouraged the group to forward any Q&A or

comments from the dashboard report to Juanita since it is uncertain when the Executive CFAC will meet again. For 'reviewing and commenting on the area authority or county program budget,' Jennifer shared that this is a process that Ric will handle and that the current structure is setup for it to be done twice annually. This information is also presented at the Community Board Meeting so this information may not be presented by the CFAC Community Board Representative. For 'identifying service gaps and underserved populations, the group identified an ongoing issue with support for the substance use population. There is a needs and assessment report created every year that is compiled by Cardinal Innovations Healthcare. This report is shared with DHHS. The group was encouraged to google 'Cardinal Community Needs Assessment' to obtain more details about this report. Cardinal Innovations Healthcare can provide someone to come to the group to talk about current needs and gaps. For 'making recommendations regarding the service array and monitoring development of additional services,' the group explored a gap they identified with the therapy offered at the Freedom House. Since individual therapy is only offered for those in crisis, a person desiring individual therapy who is not in crisis no longer has individual therapy as support. The only option currently offered is group therapy which is not suitable for everyone in need. The group is encouraged to make a recommendation to the Community Board to consider providing support for individuals who are not in crisis, yet need individual support. There is a service gap in this area and help is needed. The group talked about ways they can help Cardinal identify additional needs gaps by going out into the community and exploring needs and to gather as a group to share their assessment with the Board. Jennifer encouraged the group to use the CFAC Comment Form to make recommendations. A copy of the CFAC Comment Form will be provided for the group. For 'submitting to the State CFAC findings and recommendations regarding ways to improve the delivery of MH/IDD/SA services,' the group identified fulfillment of this task through the State to Local Conference Call. CFAC is in charge of talking to the Community Board and informing them on what's going on. State CFAC is in charge of notifying the Division and Legislation about what's going on. The state CFAC has to get information from the local CFAC groups as well. The State to Local Call is where findings and recommendations are shared.

Jennifer Munch

A Group Budget Training ("What is Budgeting") was facilitated by Jennifer via the Learning Center during the meeting. The group discussed budgeting. After the exercise, Jennifer shared information about Upwards to Financial Stability training with the group and encouraged them to inform others in the community about the teaching. Although payees help some individuals with budgeting, this training is very helpful for members and is offered by Member Engagement Specialists as well as the Arc and Alamance DSS. Janet is going to share this information with those in the Community Partners meeting.

Results from the CFAC Summit Survey was shared and reviewed by the group. Members discussed some of the information that was contained in the report. The group was encouraged to review the summary and send questions to Steve or Juanita. The information will be used for improving the next summit.

Shira shared that she doesn't want to continue with the Executive CFAC. She plans to stay active with OPC CFAC only. The group discussed ways to come up with a central meeting location once the OPC CFAC and AC CFAC merges. The group agreed to table the discussion about the future meeting location and acknowledged that Shira will still be part of the group.

VIII. Action Steps

CFAC Members

During discussion of the six statutory tasks, the group decided they will use the comment form to make a recommendation to the Community Board regarding a needs gap (Individual therapy no longer offered at the Freedom House unless the person is in crisis). Jennifer will ask Juanita to send a comment form to the members, and shared that they can access the form on Cardinal's Website as well. The group was encouraged to use comment forms in the future so that there is a paper trail and so the information can be used for reporting.

- IX. Recruitment and Membership Efforts** **CFAC Members**
Dwight Lane has attended two OPC CFAC meetings. Next month's meeting will be his third visit and he will be eligible to be voted into the group. He would like to join OPC CFAC. Janet is still working on recruiting someone from Caswell County. The group identified the need for someone from Chatham County and someone from I/DD. The group also discussed options for recruiting potential new members through County Collaborative and by dropping off flyers at places where people need and receive services.
- X. Community Involvement Updates-Trainings/Conferences/Events** **CFAC Members**
The Faith Connections on Mental Illness program is starting again. They have a website. The connectors meet on the second Monday of the month and their next conference is April 5, 2019. The group would like for all of the members to participate in the conference and want to have Juanita sign everyone up for the event. Janet encourages everyone to go for training. It's local and everyone can be involved. Janet feels that it is really informative and would be wonderful for the group.
- XI. Public Comment** **Community**
None.
- XII. Adjournment** **Steven Furman**
Steven motioned to have meeting adjourned. Shira seconded the motion.

All in favor. Meeting adjourned at 7:52 p.m.

Submitted by:



Project Support Professional 11/08/2018

Name/Title and date