

**Consumer & Family Advisory Committee Meeting Minutes**  
**May 08, 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	Present
Marietta DeLoache	
Marjorie Davis	
Rosemary Lewis	Present
Seneca Nicholson	
Rayshell Horton	Present
Lisa Branch	Present
Lagolia Price	Present
Staff	Non- Voting
Jennifer Munch- Member Engagement Specialist/ CFC Liaison	Present
Mary Pearce- CFAC Clerk	Present
Elliot Clark- FC Senior Community Exec	Present
Guests	Non-Voting
Lakeisha Perkins	Present
Shanita Hawkins	Present
Susan Williams	Present
Timothy Williams	Present
Angela Davis	Present

**I. Welcome / Introductions**

Chairperson called the meeting to order at 6:01pm.

**Angelena Kearney-Dunlap**

**II. Call to Order/Pledge of Allegiance/Blessing of Food**

**Angelena Kearney-Dunlap**

**III. Minutes Approval**

No quorum. Approval of minutes tabled until July meeting

**Angelena Kearney-Dunlap**

#### IV. Cardinal Innovations Healthcare Updates

Jennifer Munch

- a. CI Learning Center: CI IT is working on providing access to CFAC members for learning center training/info sessions.
- b. Local business plan is now a “living” document; can be updated in real time.
- c. CFAC comment form: now available online
- d. Bonnie Schell Scholarship: Executive CFAC has created a committee to streamline the scholarship process. Scholarship only covers registration.
- e. CFAC summit held in March; updates were provided by Angelena at the last meeting
- f. Contact information updates should be provided to CFAC liaison as soon as possible
- g. CFAC budget updates: pending. County funds are close to approval for next fiscal year. Elliot advised that new updates include moving funds to Telehealth, as discussed in the last meeting. Contracts for Telehealth have not yet been finalized, but commitments to funding have been made.

Jennifer also discussed the CFAC meeting structure/duties of clerks and liaisons. Learning Center training opportunities for CFAC members were announced; these trainings will be available in July. Trainings were created based on feedback from member polls done earlier this year.

Elliot discussed Peer Support (PS) services in the Five County area. He advised that in order to refer a member to peer support, Cardinal can connect the member with a provider, who will then complete an assessment, and then make a referral to peer support as deemed appropriate. The assessment is available to both Medicaid and non-Medicaid members. As of last year, the Five County area had 18 PS specialists in the area. Careful consideration must be given to clinical oversight, utilization reviews, and audits to ensure that PS contracts meet the service definitions of participating providers. All PS intervention provided must be according to the member’s clinical treatment plan. The billing process of PS specialists/providers was also discussed.

PS specialist Lakeisha discussed some of her experiences/challenges with providing peer services to her clients. She also discussed the training and certification process. Members discussed the challenge of providing transportation to PS clients, as it is not always an allowance on member treatment plans. Other challenges presented were: agencies do not always comprehend the complexities of serving mental health members; allowing the use of restrictive vs. safety procedures/equipment and improper labeling of these devices. Meeting guests discussed the challenges facing their IDD son. Jennifer/Elliot advised that the PS process is generic, meaning that there is one training that encompasses both mental health and substance use disorders.

There are 3100 currently certified PS specialist in NC, with 1000 directly employed as PS specialists. There are currently 5 PS specialists on the Five County CFAC committee. Elliot proposed to add an agenda item to the next meeting to present county dashboard data related to PS.

Angelena announced the upcoming Advocacy Day event for CFAC committee scheduled for May 22.

**V. New Business & Action Plan Review**

- Form 3 Committees for 2019 Celebrations:
  - March – IDD Month (Vance hosts an IDD talent show yearly. Lakeisha Perkins will chair March events)
  - May – Mental Health Month( Rayshell Horton will chair May events; report event plans in September)
  - Oct – Substance Use Month( Angelena will chair October events)
- Approve travel for George Bridges- no quorum; tabled until July meeting
- Approve Angelena’s room reimbursement for Advocacy Day- no quorum; tabled until July
- Select a representative to serve on Provider Council-(meets 2<sup>nd</sup> Friday at 9am at Cardinal office in Henderson; call-in option is available. Angelena will attend a few meetings temporarily, but a long-standing position is still available. Rosemary will continue to serve as CFAC rep, until a new rep is elected.
- Renew Membership for expiring members- Membership for Seneca Hargrove and Alan Pitts is as of this meeting, terminated, due to absences. Lisa Branch advised she does not wish to renew her membership. Bertha Hargrove was submitted for reappointment. Motion for reinstatement made by Dianna Talley; seconded by Rosemary Lewis. The committee approves.

**VI. New Member Appointment**

**CFAC Members**

Lakeisha Perkins (mental health) and Shanita Hawkins (IDD) were presented for approval of membership. Dianna Talley moved to approve membership. Seconded by Bertha Hargrove. Visiting guests were presented with CFAC information, applications, and an invitation to join the committee.

**VII. Action Steps**

**CFAC Members**

Review Local Business Plan- challenges facing TCL clients are training, personal support access, post-transition counseling, and supportive employment assistance. SSI supports are insufficient for clients to properly transition to daily community living. Social transitions are also a challenge, as there are no specific services to assist clients in that area. It was suggested that links be made between care coordination, TCL, and local providers to improve the available services. Suggestions were made for a more in-depth screening process for TCL clients.

Questions were raised on the possibility of adding Community Workforce Solutions to Warren County. Per Elliot, state funds are insufficient.

**VIII. Public Comment**

**Community Members**

Angelena requested future meetings to be held in counties other than Warren. Lakeisha Perkins volunteered to host the September meeting in Halifax.

Adjournment- Chairperson adjourned at 8:01pm

Submitted by:

*Mary C. Pearce, CFAC Clerk 05/08/18*

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Name/Title and date