

Consumer & Family Advisory Committee Meeting Minutes
July 8, 2019
Forsyth Wellness Center
650 N. Highland Ave. Suite 130, Winston Salem, NC 27101
(Located in the Highland Avenue Center)

Committee Members	Voting Member Present = P Absent = A
CFAC Chair – Obie Johnson	P
Co-Chair- Sarah Potter	P
Dennis Lynch	P
Gladys Christian	P
Glenda Smith	P
Julie Whittaker	P
Kelly Owens	P
LaKessiah Henderson	P
Mary Annecelli	P
Mary Miller	P
Matt Potter	P
Michael Thompson	P
Pam Goodine	P
Ricky Graves	P

Samuel Gavurin	P
Terry Cox	P
Tim Gallagher	P
Staff	Non-Voting
Bob Scofield-Member Engagement Specialist, CFAC Liaison-Cardinal	P
Rhonda Blair-Project Support Specialist, CFAC Clerk- Cardinal	P
Timothy Simmons- Member Engagement Specialist	P
Guests	Non-Voting
Joan Lynch	P
Gloria Graves	P
Tara Gray	P
Stacey Harward-DHHS, State Liasion	P

Call to Order/Introduction

Obie Johnson

Obie Johnson called the meeting to order at 5:48 pm followed by a moment of silence and introductions.

Agenda and Minutes Approval

CFAC Members

Matt Potter called a motion to approve the minutes with no changes. The motion was properly seconded with Majority in favor and one abstention. Although there was no motion to approve the agenda. Triad CFAC Chair, Obie Johnson called a motion to add agenda item #3, 'Average caseload of Peer Support Specialists' under old business. It was moved and properly seconded; all were in favor.

Public comments

There were no comments from the public. However; Samuel Gavurin used this opportunity to mention his cause to prevent suicide and work with people who are fighting depression. He stated he is currently working on handout materials to email to Obie and members of the CFAC board.

Community Members

Cardinal Innovations Report

Bob Scofield

Bob updated the members regarding the CFAC T-Shirts Emily mentioned at the June meeting. He indicated there are 100 shirts in various sizes ranging from small to XXL. He stated the cost for the shirts will be split five ways between the local CFAC budgets but the shirts will not be distributed evenly. The question was asked "what is the purpose of the shirts". Bob explained it is to help identify CFAC members for various events and conferences and for marketing purpose. Bob stated he will inform members, via email once the shirts are ready to be ordered. He mentioned he will be given the shirts to distribute to members hopefully at the next CFAC meeting. Bob requested that CFAC members indicate on the sign in sheet if they are receiving services or have a family member who is receiving services. Tim Gallagher volunteered to create a spreadsheet to send to members so they can add the requested information. Bob informed members that the Community Engagement and Empowerment Team update is in their folders for them to review.

DHHS Report

Stacey Harward

Stacey Harward reviewed the Community Engagement and Empowerment Team Update with members. She highlighted some dates for members to note as follows: July 10, 2019- State CFAC 9:00 am - 3:00 pm, July 17, 2019- State to Local Conference call 7:00 pm - 8:30 pm, September 14, 2019 5th Annual Western Regional Recovery Rally 11:00 am - 4:00 pm and 5th Annual: Making Great Strides for a Healthier Carteret County, October 4, 2019- Peer Support Workshop. Participants will need to register for this event due to limited amount of slots. Stacey reported there are approximately 70-75 slots available. Stacey also announced that two of her colleagues are no longer

working at DHHS, one of them being CJ Lewis who accepted a position with a PHP.

Old Business

Obie Johnson/ Sarah Potter

1) Measurement of I/DD Supports and Network Adequacy

Tim Gallagher/ Sarah Potter

Tim Gallagher was concerned that CFAC still has not received a report regarding tracking unmet hours by providers. There was further discussion regarding this matter. Tim called a motion to have an update meeting on gaps in services with Cardinal prior to the next CFAC meeting with the time and location to be determined by Cardinal. The motion was properly seconded; all were in favor.

2) Review By-Laws plus Addendums

Obie Johnson/ Sarah Potter

Members voiced their concerns that they were not pleased with the reorganization of the by-laws. They stated the new By-Laws are not the "true" product of the By-Laws committee. Bob stated he will relay any concerns Triad CFAC has regarding the by-laws to those in authority. There is still concern that the Steering Committee appears to continue to have decision making power regarding the regional CFACs. Julie mentioned she received the relational agreement via email and expressed her concern that the by-laws and relational agreement should have been a work of the entire CFAC as opposed to secret committees. Members agreed that the Triad CFAC member who is elected to the steering committee will relay their concerns to the committee. Julie Whitaker called a motion to suggest each CFAC in each region send representatives to a relational agreement development committee. Tim Gallagher seconded; all were in favor.

3) Average Case Load of Peer Support Specialists

Tim Gallagher

(Addendum- A motion was made and properly seconded to add this agenda item under 'Old Business'; all were in favor.)

Tim Gallagher asked if there was a response to his question regarding the average caseload for Peer Support Specialists. Bob stated he had not yet received the information from Emily but will follow up with her and give members a response once he has one from her. Julie Whitaker suggested they ask how the providers divide their Peer Support Specialists caseloads. Pamela Goodine responded by saying the number of clients a Peer Support Specialist has depends on the agency and how many billable hours each client has. Therefore there is a possibility that a Peer Support Specialist may only have two clients with twenty hours a week. Bob stated he will also relay Julie's suggestion to Peer Support. Kelly expressed concern regarding barriers to employment of Peer Support Specialists. He mentioned the issue with Peer Support specialist not having transportation to do the job as well as barriers regarding infrastructure and Marketing.

Reports from MH/SUD/I/DD Advisories

Dennis/Pamela/Sarah

- **MH/SUD**-Dr. Lynch asked what ideas does Cardinal have for change in the wellness centers as they transition to the standard and tailored plans. He also wants to know if it is a possibility to have the wellness centers interact with Peer Support Specialist and some of the events they have at Green Tree. He expressed concern regarding the lack of jobs for Peer Support Specialists. He suggested that instead of asking about the case load of Peer Support Specialists that CFAC should ask about the accountability of case managers. Samuel Gavurin mentioned that a barrier for Peer Support Specialist could be lack of transportation. Pamela Goodine stated that the need for transportation depends on what type of work the Peer Support Specialist is doing within the agency. She went on to say some jobs do not require transportation,

however; Peer Support Specialists working with the B-3 population would be required to travel. She also addressed Dr. Lynch's concern that there are not any jobs for Peer Support Specialists. She suggested that Peer Support Specialists recognize when there is a need in an agency and advocate for the necessity of Peer Support Specialists.

- **I/DD**-No report given

ECFAC, State CFAC, Community board, Corporate Board Updates

Obie/Sarah/Matt/Terry/Gladys

- **ECFAC**- Sarah Potter mentioned there was nothing to report, they mostly talked about the transition to the steering committee that became effective July 1, 2019.
- **State CFAC**-No report given
- **Community Board**-Matt mentioned the next Community Board meeting will be held July 30, 2019. No further report was given.
- **Corporate Board**-Terry Cox reported that in their June meeting they discussed health councils working with the Community Board. He stated there will be four health councils forming this month thru September. He highlighted Cardinal's involvement in the town hall meetings to reach out to people and help them understand the standard and tailored plans. He announced new hires, Wendy Welch as the new Chief Medical Officer and Samantha Kelen as the Chief Ethics and Compliance Officer. Sarah Potter informed members of the upcoming education session on the tailored and standard plans on July 24, 2019 from 2:30 pm - 3:30 pm. It will be held at the Southside Library in Winston Salem.
- **Provider Council Report**-Gladys Christian reported Peer Support Specialists no longer need to have prior work experience to become a specialist depending on the provider. She reported that Michael James from Horizon is willing to come present information to CFAC regarding quality of life. She mentioned it's a way of tracking those receiving services and how to find out if they are

receiving what they need. Glenda Smith suggested an email be sent to CFAC members with an attachment of the information Mr. James will present for members to review prior to the next meeting. Bob Scofield suggested the information be emailed to him for distribution. Members agreed to allow approximately fifteen minutes for Mr. James to present his information at the August meeting.

New Business & Action Steps

Obie Johnson/ Sarah Potter

1) Review Regional CFAC Budget

Bob reviewed the CFAC budget that was included in the members' packets for the fiscal year 2019-2020. Bob mentioned that members will now receive a \$25 stipend and mileage for attending committees, meetings and collaboratives that are suggested and approved by CFAC. Glenda Smith asked if Bonnie Schell funds will still be available, Bob's response was yes but he reiterated that the funds are not just for CFAC Members. Members voiced their concern that there was no CFAC input regarding the budget which is an example of things being developed from the top down instead of the bottom up. They also expressed that the document is hard to read. Members would like to see the budget broken down by regions as it was in previous years. Bob stated he would relay their concerns to Emily.

2) Appoint Three Representatives to Steering Committee

CFAC was asked to nominate three members to represent MH, SUD and I/DD on the steering committee. Members were informed that the committee meets four times a year and will possibly rotate locations if members choose to do so. There was also mention of the possibility of the Chairperson rotating their position as well. Members nominated Pamela Goodine for SUD, Ricky Graves for MH and Tim Gallagher for I/DD to represent Triad CFAC. Pamela mentioned there may be times she cannot attend due to Peer Support Trainings. Matt stated if someone is unable to attend a meeting there will be a call in option. However; representatives are required to attend a majority of the meetings in person. Triad CFAC members voted on the nominees that

will represent them on the committee, all were in favor. The first meeting will be held August 1, 2019 in Burlington.

3) Triad Region (with all regions) Would like to host annual Statewide CFAC Meeting

Obie called a motion for Triad CFAC to host an annual statewide CFAC meeting. Tim Gallagher seconded; all were in favor.

4) Vote to pay for Peer Support Certification for Lakessiah and Kelly
(Addendum- No motion was made to add this agenda item but chair, Obie Johnson requested it be added. There were no objections)

A motion was called to approve Lakessiah and Kelly to use \$20 of their training money from the CFAC funds for FY 2019-2020 to pay for their Peer Support Specialist certification. The motion was properly seconded; all were in favor.

5) QI/QA Report

(Addendum-No motion was made to add this agenda item but Co-chair, Sarah Potter requested it be added. There were no objections)

Due to time constraints, Sarah Potter briefly mentioned the QI/QA report. She stated the members received a hard copy and an electronic in May. She asked that members review it and if anyone has anything to add that they please relay the information to her ASAP. She mentioned Jill will work on it over the summer and present it to CFAC in October. Sarah also informed members that a representative is needed on the GCQI, the Clinical Advisory and the State to Local CFAC call. Obie Johnson volunteered to be the representative on the Clinical Advisory. She also would like to know how many consumer and family members are on those committees.

Statutes Addressed

CFAC Members

Statute addressed- Gaps in Services, Measurements of I/DD Supports and Network Adequacy

Statutory Recommendations to the Board

CFAC Members

There are no recommendations at this time.

Community Involvement Updates-Trainings/Conferences/Events
CFACMembers

Community Involvement-

Stacey Harward suggested CFAC members keep these dates on their radar.

- July 10, 2019- State CFAC 9:00 am - 3:00 pm
- July 17, 2019- State to Local CFAC Conference call 7:00 pm - 8:30 pm
- September 14, 2019- 5th Annual Western Regional Recovery Rally 11:00 am - 4:00 pm
- October 4, 2019- 5th Annual Making Great Strides for a Healthier Carteret County Peer Support Workshop.
- Sarah Potter mentioned that on July 24, 2019 there will be an education session on the tailored and standard plans from 2:30 pm - 3:30 pm at the Southside Library in Winston Salem.
- Pamela Goodine informed members that NC Hope, in Raleigh will host a Peer Support Specialist awards banquet recognizing the heart work Peer Support Specialists do. Agencies and CFAC are encouraged to become sponsors. Sponsors will receive eight tickets to the event as well as a table. Pamela Goodine announced she is one of four people who has been nominated for Peer Support Specialist of the year. Congratulations to Pamela!!
- Julie Whitaker announced a Nami Family Support group will be held at the Davie Wellness Center the second and fourth Tuesday of the month at 5:45 pm.

Trainings/Conferences-

- Pamela Goodine mentioned the Forsyth Wellness Center on Highland Avenue will offer free WRAP classes on August 8, 2019 and August 9, 2019 from 9:00 am - 5:00 pm. She also mentioned the Wellness Center will offer an Opioid 101 class on July 11, 2019 for 12:00 pm - 1:00 pm.
- Pamela Goodine is offering evening and night Peer Support Training classes starting July 29, 2019- August 8, 2019 from 6:00 pm -10:00 pm. Pamela is also a vendor with NC Works and Vocational Rehab.

Events-

Mary Miller mentioned Triad CFAC maintained a table at the grand opening of Moji Café at which Cardinal's CEO, Trey Sutton and Cardinal's Board

Chair, Bryan Thompson were present. She stated they also had a table at the Juneteenth Festival.

Comments & Adjournment

Obie Johnson

Pamela requested CFAC and Advisory meetings be added to the Wellness Center Calendar. Obie Johnson called a motion to adjourn at 8:30 pm. The motion was properly seconded; all were in favor.

Next Meeting- August 12, 2019
Forsyth Wellness Center
650 N. Highland Ave. Winston Salem, NC 27101
(Located in Highland Center)

Submitted by:

Thonda M. Blair | *Project* *Support* *Professional*
Name, Title, Date