



## Consumer & Family Advisory Committee

ALAMANCE/CASWELL/ROCKINGHAM LOCAL MANAGEMENT ENTITY

### *Minutes Subject to Approval*

### Minutes March 27, 2007

**Present:** *William C., Carl B-W. Betty S., Luellen K., Sharon L., Brynda N., Art S., Louis W., Jim G., James W., Clara T., and Ricky G.  
Ann Slaughter, Area Board*

**Absent:** *Mary H. (Prior Notification)  
Norman Melton (Prior Notification)  
Irmgard Miller (Prior Notification)  
Margaret S. (Prior Notification)  
Gloria M. (Prior Notification)  
Nancy B. (Prior Notification)  
Mark L. (Prior Notification)  
John O. (Prior Notification)*

**Guests:** *Monica O'Dell*

**LME:** *D. Hahn, Chief Executive Officer  
K. Webb, Community Affairs & Consumer Relations  
A. Stevens, QI/Community & Provider Relations Manager  
C. Morrow, Recorder*

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
<i>Item number and name</i>	<i>Detailed reflection of discussion and any conclusions from discussions. Include pertinent data wherever possible.</i>	<i>Any decisions, recommendations and/or next steps the committee approves.</i>		<i>Open or Closed</i>
<b>1.0 Call To Order</b>	Chairman Wilkins called meeting to order.	N/A	N/A	Closed
<b>2.0 Review and Approval of Minutes From February Meeting</b>	Minutes of the February 2007 CFAC meeting were mailed earlier for review. One minor change: <i>Vice Chairman – John Owen adjourned the meeting instead of Chairman Wilkins.</i>	Motion made to accept the minutes as written, motion seconded and motion carried.	N/A	Approved
<b>3.0 Local Business Plan Review</b>	<p>Ms. Amy Stevens gave a brief report regarding the Local Business Plan (2007–2010). Ms. Stevens asked all CFAC members to read over the document and if give feedback. This is a “working document”. There have been nine stakeholder meetings held for stakeholders, consumers, and providers to help develop the document. Division of MH provided the Local Business Plan format &amp; guidelines. The documented was presented to Area Board last week at Area Board meeting. The draft was approved and permission was given to submit to Division.</p> <p>Ms. Stevens asked CFAC members to please give feedback and/or comments to her attention. Her email is: <a href="mailto:astevens@acmhdds.org">astevens@acmhdds.org</a>.</p> <p>The finalized draft is due to the Division of MH by Friday, March 30<sup>th</sup> – the LME will submit finalized draft on Wednesday, March 28, 2007. Mr. Dan Hahn reported the document would be presented to Alamance County Commissioners on Monday, April 2<sup>nd</sup> for approval. The document will also be presented at Caswell and Rockingham County Commissioners meetings very soon.</p> <p>Ms. Stevens stated the goals in the plan are for upcoming two years, but there are also a lot of goals that focus on the “hear and now”. There has bee n a lot of time and energy put into this document. Ms. Stevens thanked all stakeholders for their participation.</p> <p>Ms. Stevens reported to CFAC the LME is very excited about the changes in the plan. The LME</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>has plans to be more active in the Community – education, work with CFAC to sponsor some events and Provider Fairs. We will also start marketing plans, Human Rights and creating a “Report Card for Providers”.</p> <p>Mr. Hahn added the Introduction of the plan is from comments from CFAC/Stakeholders giving feedback and direction. The plan is based on community needs and direction. Mr. Hahn thanked each member who participated in helping develop the plan. He also thanked Ms. Stevens for spearheading the drive behind the plan.</p>			
<p><b>4.0 Nominating Committee Formation</b></p>	<p>Chairman Wilkins asked CFAC members if they preferred the Nominating Committee be appointed or nominated from the floor? The consensus was to go ahead and appoint members.</p> <p>CFAC Members appointed were:</p> <ul style="list-style-type: none"> <li>➤ John Owen (Chair)</li> <li>➤ Luellen Kaighn</li> <li>➤ Art Springer</li> <li>➤ Sharon Larocco</li> <li>➤ Ricky Graves</li> </ul> <p>The meetings are usually held once a quarter and notification will be done ahead of time.</p>			
<p><b>5.0 Public Comment Section – (Limit to 5 minutes)</b></p>	<p>Comments from the floor were as follows:</p> <p>Comment regarding the shifting of funds from one line item to another – understand procedures have to take place and receive permission from the State to have this occur.</p> <p>The new housing on Hyde Street is complete – grant funded. The facility is beautiful. There are two Together House members who are now residing at the new facility. For qualifications, please contact Lynn Inman at <a href="mailto:linman@acmhdds.org">linman@acmhdds.org</a>.</p> <p>Comment made regarding February News &amp; Observer article re: Adult Family Care Homes.</p> <p>DD Parent made comments regarding care &amp; choice of consumers. Meetings have been</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	scheduled with advocacy groups and legislative member attended the meeting.			
<p><b>6.0</b> <b>Service Area Reports</b> <b>MH/DD/SA</b></p>	<p><b>DD OE</b> – Betty S. reported everything seems to be going well at OE. They have established Job Clubs to help consumers with résumé’s, etc.</p> <p>Excited about the start of Occupational Course of Study Classes (8 week course).</p> <p>LabCorp enclave continues for Alamance.</p> <p>Mr. Hahn reported OE in Caswell is going well also. And for Rockingham, Rockingham Opportunities is the vocational component in Rockingham County.</p> <p>Mr. Hahn reported he met with Kathy Bryant of OE this week regarding Self Determination classes. The program currently consists of three staff people and has run with Alamance–Burlington School System. There are approximately 120 school–aged consumers who receive service to help with socialization skills, etc.</p> <p>The issue is Alamance–Burlington School</p>	N/A	N/A	Closed

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>System will not sign contract for next year. OE is in search for funding to continue the service. They have approached the LME to find other options for funding. Mr. Hahn stated he committed to OE that he would bring the issue to CFAC to receive feedback and gain ideas on how to continue the service. Mr. Hahn stated he would meet with Alamance–Burlington School System to see what is potentially available. Please send all feedback to Dan Hahn.</p> <p><b>DD Friends Group</b> – Betty S. reported Julie Ewing from Ralph Scott Life Services spoke about the issues of staffing. It is very hard to keep staff at the group home level – there is not enough funding to keep good staff.</p> <p><b>ARC</b> – Please join. ARC needs memberships &amp; funding.</p> <p><b>NAMI</b> – NC NAMI Walk in May is scheduled for May 5<sup>th</sup>. If you are interested in making a donation, please do so The goal is to raise \$100k. NAMI continues to look for sponsors. If you would posters, brochures or other handouts, they are available tonight.</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>Please take and display.</p> <p>Mr. Springer announced to CFAC members if they are interested in getting on NAMI email distribution list, please let him know.</p> <p>The NAMI meeting format has changed. The meetings are now held at the Cancer Center at ARMC due to large attendance.</p> <p>Belk Charity Days will be held this weekend. You can purchase tickets at the door for \$5.00. A portion of the proceeds will be donated to NAMI.</p> <p>Mary H. and Becky S. are now preparing for MH Awareness Week in October. We would like to publicize the event this year.</p> <p>NAMI is drafting a letter to Governor Easley regarding MH Reform.</p> <p>Community Resource Fair will be held on May 17<sup>th</sup> at National Guard Armory from 3pm - 7pm. NAMI will have a booth.</p> <p><b>Lifespan</b> - Mr. Wilkins reported he met with Bill Hussey, ABSS regarding creating</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>a parent advisory group. Mr. Hussey is in the process of developing bylaws. The groups mission will be to held advocate for funding and services.</p>			
<p><b>7.0 Monthly Reports</b></p>	<p><b>LME</b> – Mr. Hahn reported the Local Business Plan has been completed. The finalized plan will be submitted tomorrow to Raleigh. Will present at the next Alamance County Commissioners meeting for approval.</p> <p>Ms. Webb reported she attended the Caswell County School Fair – the event was not well attended.</p> <p>Ms. Webb reported on April 27<sup>th</sup> from 11am – 2pm a community forum will be held in Alamance regarding the UNC Homeless Survey. The event will be held at First Christian Church in Burlington, NC. Invitations will be mailed.</p> <p>Ms. Webb reported Jail Diversion committee met weeks ago. The speaker was from CIT in Wake county. Alamance officers were invited to come to Wake</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>County to attend training in June. The training is 40 hours. We are coordinating with Alamance Community College to get curriculum here in Alamance. This would be very beneficial for all law enforcement.</p> <p>Mr. Hahn added Sheriff Page in Rockingham County is very interested in the CIT program. There have been recent meetings held throughout Rockingham County led by Ms. Stevens and Ms. Graham sharing information.</p> <p>Ms. Webb shared heartfelt comments to CFAC members. This would be her last “official CFAC” meeting – her retirement date is March 31<sup>st</sup>. It has been a pleasure working with each of you to make Alamance–Caswell–Rockingham CFAC one of the strongest in the State.</p> <p>Chairman Wilkins thanked Ms. Webb for her participation in all aspects of CFAC. Presentation of gift was made from CFAC members. Carl Britton–Watkins shared heartfelt comments from Rockingham County as well. Mr. Hahn added the LME would like to recognize Ms. Webb for the excellent work she has done for the LME,</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>as well on behalf of Area Board.</p> <p><b>Area Board</b> – Mr. Hahn reported Area Board bylaws have been accepted. They have been adopted as of last meeting.</p> <p>Permission was given at March Area Board meeting to submit the finalized draft of the Local Business Plan.</p> <p>Minutes for January and February Area Board meeting are in CFAC packets as handouts.</p> <p>Discussion ensued regarding the make up of Area Board and the importance of CFAC in legislature.</p> <p><b>DHHS</b> – Suzanne Bellian, CFAC liaison not in attendance – in Guilford County. She will be in attendance in April.</p> <p><b>State CFAC</b> – Carl B-Watkins reported the CFAC surveys have been completed. We are in the process of compiling data and will review at April Meeting. Results will be submitted.</p> <p>Carl reported State CFAC will propose reviews LOC regarding the State Plan:</p>			

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<p>State CFAC will embrace “no wrong door” policy. State CFAC would like for consumers to be able to access any service from any provider instead of going through the specific LME first.</p> <p>State CFAC would like for MH Trust Fund Money to be not be based on per capita basis at poverty level.</p> <p>State CFAC is in the process of drafting two letters for recommendations to LOC.</p>			
<b>8.0 Read-A-Round</b>	<p><i>CFAC are encouraged to review the handouts available in Read-A-Round:</i></p> <ol style="list-style-type: none"> <li><i>1. Together House Newsletter</i></li> </ol>	<p>CFAC are to sign the Read-A-Round if you would like a personal copy of the information.</p>	<p>Carmen Morrow</p>	<p>Closed</p>
<b>9.0 Handouts</b>	<ol style="list-style-type: none"> <li><i>1. SCFAC February 2007 Minutes</i></li> <li><i>2. January &amp; February Area Board Minutes</i></li> <li><i>3. Packet of News &amp; Observer Articles</i></li> <li><i>4. NC Council January -February Newsletter</i></li> <li><i>5. Community Resource Fair Flyer</i></li> <li><i>6. Family Members Resource Flyer</i></li> </ol>			
<b>10.0 Adjournment</b>	<p>Chairman Wilkins adjourned the meeting at 7:45 p.m. <b>The next meeting is at 6:30 pm. Tuesday, April 27th in the 1<sup>st</sup> Floor Boardroom at the</b></p>	<p>N/A</p>	<p>N/A</p>	<p>Closed</p>

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/NEXT STEPS	RESPONSIBLE PERSON	STATUS
	<b>HSC Building.</b>			

Respectfully Submitted By:

-----  
*Carmen Morrow, Recorder*  
*Karen Webb, Community Affairs & Consumer Relations\**  
*Staff To The Committee*

Date -----

Approved By:

-----  
*Louis Wilkins, Chairman\**  
*Consumer & Family Advisory Committee*

Date -----