



Consumer & Family Advisory Committee

ALAMANCE/CASWELL/ROCKINGHAM LOCAL MANAGEMENT ENTITY

Minutes Subject to Approval

**Minutes
March 25, 2008**

Present: *Gloria M., Luellen K., Monica O. Brynda N., James W., Louis W., Sharon L., John O., Mary H., Irmgard M., Margaret S., Ricky G. and Nancy B.
Ann Slaughter (Area Board) and Norman Melton (Area Board)*

Absent: *Carl Britton-Watkins (Prior Notification)
William C. (Prior Notification)
Mark L. (Prior Notification)
Art S. (Prior Notification)*

Guests: **See Guest List**

LME: *Helen Feroli, Community Affairs & Consumer Relations
Carmen Morrow, Provider Relations/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>
1.0 Call To Order	Chairman Owen called meeting to order. Introductions were made.	N/A	N/A	Closed

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2.0 Review and Approval of Minutes	February 26, 2008 minutes were reviewed and approved.	Motion made to approve minutes.	N/A	Closed
3.0 CFAC Leadership Training Updates	<p>Chairman Owen and several CFAC members who attended the CFAC Leadership Training on February 28 and February 29 in Winston Salem. All CFAC members reflected on training sessions they attended such as:</p> <ul style="list-style-type: none"> How to Find & Plan for Crisis Services Recruiting CFAC members Single Stream Funding – CFAC members requested this issue be discussed at future CFAC meeting. <p>CFAC members were very impressed with the turnout of the conference and expressed appreciation for Carl Britton-Watkins and his hard work. CFAC members requested appreciation letter be drafted and forwarded to Division of MH department of Consumer Empowerment Team.</p> <p>Action: Chairman Owen will draft letter to send out to Division. Letter will be forwarded to CFAC members.</p>			Open
4.0 Nominating Committee Report	<p>Sharon L. reported on recent nominating committee that was held on March 17, 2008. Recommendation was made to amend by-laws due to number of CFAC members that would roll off at one time. All information was mailed earlier for review to all CFAC members. Lengthy discussion ensued regarding chartered members – Alamance & Rockingham, target dates of membership, Caswell County and the lack of members from that county. Currently, the membership vacant slots are: (4) Caswell, (2) Alamance and (3) Rockingham.</p> <p>Action: Motion made to table discussion re: nomination/roll off to next month to allow nominating committee time to revisit by laws and current membership dates.</p>			Open

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5.0 Public Comment	All public comments were made during nominating committee by-laws session.			Closed
6.0 Monthly Reports	<p>LME – Ms. Feroli announced the following:</p> <p><u>New LME Staff</u> – the following announcements were made:</p> <ul style="list-style-type: none"> ❑ 3 New staff in UR/STR unit ❑ Victor Armstrong – Care Coordination Manager is now on board. He comes to us from Advanced Health Resources. <p>CFAC members requested a copy of the Local Business Plan – the final copy. Ms. Feroli reported the LME will be looking over the Local Business plan to make sure we are meeting target dates.</p> <p>Area Board – Mr. Melton reported please look over February Area Board minutes enclosed in your CFAC packets.</p> <p>March Board meeting new Finance Officer – Larry Aggers was introduced. Finance Report is also enclosed in CFAC packets for review.</p> <p>DHHS – Ms. Bellian at Guilford CFAC meeting. Will give report next month.</p>			Open

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	<p>Regional CFAC Training will be offered on April 23rd. Training is scheduled from (9am – 4pm)/no limits on how many members can attend. Ms. Morrow reported flyers are enclosed in packets with location. How many members are interested in attending? 6 members responded. We will forward information to Suzanne.</p> <p>If there is any specific information that you want to address for your LME, please email to Suzanne.</p> <p>State CFAC – No report due to Carl Britton–Watkins attending Guilford CFAC meeting for State CFAC. State CFAC minutes are enclosed in packets for review.</p>			
<p>7.0 Service Area Reports MH/DD/SA</p>	<p>DD– OE – Ms. Slaughter reported OE is struggling to receive enough work for consumers. They are still moving towards supported employment.</p> <p>DD Friends Group – Ms. Bare reported the group did not meet in March.</p> <p>ARC – Ms. Bare reported they are still looking for a part–time director.</p>	<p>N/A</p>	<p>N/A</p>	<p>Open</p>

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	<p>NAMI – The following was reported from NAMI:</p> <p>NAMI Walk is scheduled for May 17th at Dorethea Dix. Kick off luncheon is scheduled for event.</p> <p>Yard Sale is scheduled for April 26th (7am – 1pm). The event will be held at Holy Comforter Episcopal Church located at 320 E. Davis Street, Burlington. NAMI needs volunteers to help out with event.</p> <p>Gloria Melton announced new support group “Sunny Side Up” will start on Saturdays at 10am at Drop In Center located in Graham NC (directly across the street from post office). This support group is consumer driven and will be available for any consumer.</p> <p>“Family to Family” classes are at the end. The next class will be offered in July – there is a waiting list.</p> <p>Ms. Melton announced CIT Training classes have been scheduled with ACC. Ms. Melton passed around flyer for</p>			

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	<p>CFAC members. Classes will be offered the following:</p> <ul style="list-style-type: none"> ❑ May 12, 2008 ❑ August 11, 2008 (for resource officers) ❑ November 10, 2008 <p>The LME will be sponsoring a First Responder Class for providers on April 23rd, here at HSC. If you are interested in attending training, please contact Carmen Morrow.</p> <p>Lifespan -No report.</p>			
<p>8.0 Read-A-Round</p>	<p><i>CFAC are encouraged to review the handouts available in Read-A-Round:</i></p> <ol style="list-style-type: none"> <i>1. Community Support Service Legislative Report for March 2008.</i> <i>2. Alternatives 2008 Conference "Creating Community Through Active Citizenship".</i> 	<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>
<p>9.0 Handouts</p>	<ol style="list-style-type: none"> 1. February 2008 SCFAC Minutes 2. February 2008 Financial Report 3. Handouts from CFAC Leadership Training 4. CB#90 - Provider Entry of data into the NC Carelink System 5. CB#89 - New NC TOPPS website and guidelines 6. January 2008 Area Board Minutes 			

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	7. SAVE the DATE flyer for Regional CFAC Conference 8. Update on the status of the State Operated Psychiatric Hospitals 9. Series of Newspaper articles			
10.0 Adjournment	Meeting adjourned. The next meeting will be held on Tuesday, April 22, 2008 at 6:30pm.	Agenda Items: <input type="checkbox"/> Amended CFAC By-Laws/Nominating Committee	N/A	Closed

Respectfully Submitted By:

Carmen Morrow, Recorder

*Helen Feroli, Community Affairs & Consumer Relations**

Staff To The Committee

Date -----

Approved By:

*John Owen, Chairman**

Consumer & Family Advisory Committee

Date -----