



Consumer & Family Advisory Committee

ALAMANCE/CASWELL LOCAL MANAGEMENT ENTITY

*Minutes Subject to Approval*

**Minutes  
November 24, 2009**

**Present:** Louis W., Vanessa J., Gloria M., Mary H., Clara T, William C., Art S. And Ann Slaughter (Area Board)

**Absent:** *Johnny T. (No Notification)*  
*James W. (No Notification)*

**Guests:** Kathy C., and Corrina H.

**LME:** *Richard Bruton, LME QA/QI Specialist*  
*Carmen Morrow, LME Provider Relations/Recorder*  
*Suzanne Thompson, Division Liaison*

| 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<br/>Call To Order</b>                  | Mr. Art Springer opened the meeting.  | N/A  | N/A                | Closed                |
| <b>2.0<br/>Review and Approval of Minutes</b> | October 24, 2009 minutes were mailed earlier for review.  | <b>Minutes were approved.<br/>Motion made by Ann S., and<br/>Seconded by Mary H.</b> | N/A                | Closed                |
| <b>3.0 December Meeting Date</b>              | Mr. Bruton announced to CFAC members the Area Board has invited CFAC to participate in the annual Christmas Dinner that occurs on Area Board night in December. The dinner will be held on Tuesday, December 15 <sup>th</sup> @ 6pm here at the LME on the 1 <sup>st</sup> floor. Ms. Morrow added CFAC |  |                    | Closed                |

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|--|--|-------------------|--------------------|---------------|
|  | <p>could be held at 6:30pm in a different meeting room.</p> <p><i>Action: CFAC members agreed to move normal meeting to Tuesday, December 15<sup>th</sup> and attend dinner with Area Board and then breakout in separate meeting at 6:30pm. Ms. Morrow will forward out reminders of meeting date change.</i></p>   |                   |                    |               |
| <p><b>4.0 Nomination of Officers</b></p> | <p>Nominating Committee members recommended Ms. Vanessa Jennings as CFAC Chair. They will continue to work on Vice Chair position. Ms. Jennings accepted nomination.</p> <p><i>Action: Motion made and Seconded for Ms. Jennings to be approved as CFAC Chair.</i></p> <p>Nominating Committee recommended Ms. Kathi Chrisco to be nominated for membership. She is from Alamance and parent of consumer (MH).</p> <p><i>Action: Motion made and seconded to approve Ms. Chrisco for membership effective 11/24/09.</i></p> <p>Recommendation made to terminate membership for Johnny T. and James W. as CFAC members.</p> <p><i>Action: Motion made and seconded to terminate both memberships effective 11/24/09.</i></p> <p>Ms. Thompson, CFAC Liaison reminded CFAC members of the guidelines and disabilities that need to be reflected in membership. This CFAC is in desperate need of SA members, as well as Caswell County representation.</p> <p>Ms. Jennings announced to CFAC members the recent passing of Brynda Norris one of our long term members. She asked CFAC members for suggestions of what this CFAC could do to honor Ms. Norris. Ms. Melton expressed she has contact with of her family members and will check with family to see what is needed.</p> |                   |                    | <p>Closed</p> |

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| <b>5.0 Recruitment of New Members</b> | <p>Discussions were held regarding membership of AC LME CFAC. We are desperate need of members from Caswell County and all disabilities. Discussions were held using the United Way list serve to get the word out to community stakeholders regarding CFAC membership. Also creating an advertisement to be shown on the Public TV channel regarding meeting dates, etc.</p> <p>Discussions were held regarding CFAC Brochure. Ms. Morrow will forward CFAC Brochure to members to disseminate.</p> <p><i>Action: Motion made to approve advertisement to be placed on Public TV Channel 5. Will disseminate brochures to community stakeholders. Ms. Morrow will contact Ruth Pruitt at United Way regarding list serve to send out CFAC information to community partners.</i></p> |                   |                    | Open   |
| <b>6.0 Monthly Reports</b>            | <p><b>LME</b> – Mr. Bruton gave the following updates:</p> <ul style="list-style-type: none"> <li>• The LME continues to explore URAC accreditation status</li> <li>• OPC has withdrawn request to continue merger talks with the LME. The LME has decided to take the 10% funding cut for next year.</li> <li>• Question: Are there any other LME’s to merge with right now?</li> <li>• Answer: Mr. Bruton stated currently he did not know, but will report all information to CFAC.</li> </ul>   |                   |                    |        |

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|             | <p><b><u>Area Board</u></b> – See LME Updates</p> <p><b><u>DHHS</u></b> – Ms. Thompson gave the following updates:</p> <ul style="list-style-type: none"> <li>• Implementation Update #64 discusses the definition of CABHA – Critical Access Behavioral Health Care Agencies. (Ms. Morrow will forward copy in packet)</li> <li>• Transition continues for consumers of Community Support, Level II and Level III.</li> <li>• 4<sup>th</sup> Quarter Performance Indicator Report – the LME missed 8 out of 21 measures.</li> <li>• Allocation of Additional CAP MR/DD Slots memo is included in your packet – Every LME will have 13 slots per 100,000 people in the catchment area. Please see breakdown chart per LME.</li> </ul> <p><b><u>NAMI</u></b> – NAMI Members reported the</p> |                   |                    |        |

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|             | <p>following updates:</p> <ul style="list-style-type: none"> <li>• Operation Santa Clause is underway. There were 39 consumers who will receive gifts. NAMI received \$1000 donation from Wal-Mart.</li> <li>• NAMI Basics Class will start Tuesday, January 12<sup>th</sup> at People’s Memorial Church in Burlington NC. For more information contact Judy Watson (447-4456) or Kathi Chrisco (578-6933).</li> <li>• Family to Family Class will begin Thursday, January 28<sup>th</sup> at Holly Hill Baptist Church, Burlington NC. Classes are limited to 25.</li> <li>• NAMI Christmas Party will be held on December 14<sup>th</sup> at Golden Corral.</li> <li>• Support Group continues to meet each Monday at 7pm at Holly Hill Baptist Church. Attendance is high.</li> <li>• Chief Woznick &amp; Chief Pritchard</li> </ul> |                   |                    |        |

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|                         | <p>spoke at the last NAMI meeting regarding CIT. There are a total of officers per county:</p> <ul style="list-style-type: none"> <li>• Alamance – 23</li> <li>• Caswell – 3</li> <li>• City of Burlington – 3</li> <li>• Elon – 3</li> <li>• Elon University – 1</li> <li>• Gibsonville – 5</li> <li>• Graham – 14</li> <li>• Mebane – 6</li> <li>• Rockingham County – 24</li> </ul> |  |                    |        |
| <b>7.0 Read A Round</b> | <p><i>CFAC are encouraged to review the handouts available in Read-A-Round:</i><br/>None</p>   | <p>CFAC are to sign the Read-A-Round if you would like a personal copy of the information.</p> | Carmen Morrow      | Closed |
| <b>8.0 Adjournment</b>  | <p>Meeting adjourned. The next meeting will be held on <b>Tuesday, December 15, 2009 at 6:00pm – Dinner with Area Board. Meeting will begin at 6:30pm in Room G25.</b></p>   |  | N/A                | Closed |

Respectfully Submitted By:

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*Carmen Morrow, Recorder*

*Richard Bruton, Community Affairs & Consumer Relations\**

*Staff to the Committee*

Date -----

Approved By:

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*Interim Chair\**

*Consumer & Family Advisory Committee*

Date -----