

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting October 9, 2018**

**Present:** Dusty Lord, Sadie Thompson, Retha Knapp, Dorri Smith, Debbie Buckley, Jae Job, Rebecca de la Motte, Danielle Smith, Meg Damme, Richard Pethoud

**Absent:** Dorothy Miles, Shawna Mason (Unexcused) Amie Jackson, Lee Clausen (Excused),

**Non-Members Present:** Donna Dekker, Phyllis McCaul

**CALL TO ORDER:** The meeting was called to order at 9:04 a.m. by the Chair, Danielle Smith. Debbie Buckley read over committee rules. Introductions were made.

**ROLL CALL:** Donna Dekker read the roll call; quorum was established.

**1. CONSENT AGENDA ITEMS:**

**A. Agenda October 9, 2018**

- Agenda was approved with the following additions:
  - Project Homeless Connect add to Other Business
  - Erin Rourke will speak at 9:15 about CQI reports

**B. Minutes September 11, 2018**

- After reviewing, Retha Knapp made a motion to approve, Sadie Thompson seconded; members unanimously approved the minutes as written.

**2. FINANCIAL SUMMARY REPORT - (Retha) *Unallocated funds* \$15,856.62**

**3. EXECUTIVE BOARD REPORT - No Report**

**4. STANDING COMMITTEE REPORTS:**

**A. Funding Committee – (Dusty) No Report**

- Sadie Thompson reported the Peer Support Training that she applied for and funding was approved, has been cancelled.
- Meg Damme reports the WRAP training is delayed until they have more participants sign-up.
- Current funding cycle:
  - Application Deadline is October 15, 2018
  - Reviewed by the Funding Committee on October 25, 2018
  - Application to be voted on November 13, 2018

**B. Membership & Communications Committee – (Rebecca) Nothing to report on memberships. As part of the communication side, Rebecca suggested the idea of putting together a committee newsletter. She shared some of her ideas and the group gave their input as well. More discussion will be held at a later date.**

**C. Bylaws, Policies, and Procedures Committee – (Richard) No Report**

***Erin Rourke gave updates on CQI reports***

**5. Other Reports:**

- **Final Project Reports** - Pam Conroy spoke about the Family Educational Group – The group followed the SAMSHA Family Education Manual, 12-week curriculum/session model. Pam is hoping to have another session and would like to eventually see this class offered on a continual basis, allowing participants to start with any given session and still get in a full 12-week session.

**6. Other Business:**

- **Project Homeless Connect** (Dusty) Discussion was held to finalize volunteers to help with Homeless Connect, October 16<sup>th</sup> being held at Pinnacle Bank Arena. Volunteers can park behind the building, in the vendor parking area. Volunteers for the CFAC booth include; Phyllis, Richard, Dorri, Debbie, and Dusty. Jae will help Dusty transport items from her house to the arena. Dusty asked that volunteers arrive at 9 am and will send out an email reminder. \*\*\* Note - Other members not listed for CFAC are volunteering with their individual employer booths.

**ADJOURNMENT:** The meeting was adjourned at 11:55 am.