

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting November 13, 2018**

**Present:** Dusty Lord, Retha Knapp, Dorri Smith, Debbie Buckley, Jae Job, Danielle Smith, Meg Damme, Amie Jackson, Dorothy Miles

**Absent:** Shawna Mason (Unexcused) Sadie Thompson, Richard Pethoud, Lee Clausen, Rebecca de la Motte (Excused)

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

**CALL TO ORDER:** The meeting was called to order at 9:05 a.m. by the Chair, Danielle Smith. Meg Damme read over committee rules. Introductions were made.

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

**1. CONSENT AGENDA ITEMS:**

**A. Agenda November 13, 2018**

- Agenda was approved with the following additions:
  - Project Homeless Connect add to Final Project Report
  - Joe Pastuszak will speak at 8:15 about CQI reports

**B. Minutes October 9, 2018**

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

*Joe P gave updates on CQI reports (open discussion)*

*Kasey Moyer spoke about Honu House (open discussion)*

**2. FINANCIAL SUMMARY REPORT - (Retha) Unallocated funds \$15,457.86**

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

**4. STANDING COMMITTEE REPORTS:**

**A. Funding Committee – (Dusty) (1 application)**

- *WRAP @ Crisis Center (Phyllis McCaul) Members looked over the application and asked a few questions. How many participants serving in any given session? Snacks? Funding was approved, and Phyllis has been asked to have participants take short survey to better track progress and the # of participants served each month. She will put the information gathered into a spreadsheet.*

**B. Membership & Communications Committee – (Rebecca) Dusty spoke in Rebecca's absence. She stressed the importance of member attendance to establish quorum; adding "Your opinion and vote counts."**

**C. Bylaws, Policies, and Procedures Committee – (Richard) Dusty has offered to go over and revise the bylaws.**

\*\*\*Danielle opened a discussion on the need to re-establish the committees and make them structured and functional going forward. She is going to speak to Rebecca and Richard to see if they are still wanting to chair and be able to maintain their sub committees according to bylaws.

**5. Other Reports:**

**6. Final Project Reports – Project Homeless Connect (Dusty)**

- CFAC participated for the 3<sup>rd</sup> yr. in a row.
- Approximately 599 people were served.
- CFAC had approximately 131 people stop by their table. Some of the items offered were: Red exercise book, Sm. Blue exercise book, Eight dimensions book, End of Life book and other literature/brochures.
- Dusty enjoyed going around to visit with other vendors and talk to them about what CFAC is and what we do.

**7. Other Business:**

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