

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting March 26, 2019**

**Present:** Debbie Buckley, Danielle Smith, Meg Damme, Sadie Thompson, Richard Pethoud, Retha Knapp, Lee Clausen, Rebecca de la Motte Dusty Lord, Phoebe Hampton, Dorri Smith

**Absent:** Shawna Mason, Jae Job, Dorothy Miles (Excused) Amie Jackson (Unexcused)

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

**CALL TO ORDER:** The meeting was called to order at 9:02 a.m. by the Chair, Danielle Smith. Retha Knapp read over committee rules. Introductions were made.

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

**1. CONSENT AGENDA ITEMS:**

**A. Agenda March 26, 2019**

- Agenda was approved as written.

**B. Minutes February 12, 2018**

- After reviewing, Sadie Thompson made a motion to approve with correction, Meg Damme seconded; members unanimously approved the minutes with correction.

**2. FINANCIAL SUMMARY REPORT - (Retha) *Unallocated funds \$15,939.93 (\$5,000 of this will be used for Region V Behavioral Health Conference)***

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

**4. STANDING COMMITTEE REPORTS:** Committees will be forming allowing them to become more functional. Each will establish their own calendar to have regular meetings.

- **Funding Committee** – (Dusty) No new applications were received. Dusty commented, according to this year’s Work Plan, she was hoping for a more constant inflow of applications, so one’s received aren’t so repetitive. This funding opportunity may need to be promoted once again to get more variety of applications.

*\*Phyllis spoke on behalf of one of the reoccurring applications (Children’s) that didn’t get their application in by the deadline of the 15th of the month and the committee decided, an application needs to be handed in by the deadline to be considered. If it is handed in late, it will be considered for funding at the next funding committee meeting.*

- **Membership & Communications Committee** – (Rebecca) Hoping to be more active and still wants to continue the role of Chair.
- **Bylaws, Policies, and Procedures Committee** – (Richard) No Report  
The committee reviewed the updated bylaws with the revisions that were made. More discussion was held about some revisions and were either reverted to the

original version and/or wording was changed. It was decided, to go ahead and vote the changes in since it has been so long since they have been reviewed. Going forward all changes will be done at the annual meeting, including this upcoming annual meeting.

**5. Sub Committees:** Sub Committees were selected as follows

- **Bylaws, Policies, and Procedures Committee** – Richard Pethoud (Chair), Meg Damme, Dorri Smith, Lee Clausen
- **Funding Committee** – Dusty Lord (Chair), Dorri Smith, Lee Clausen, Retha Knapp, Rebecca de la Motte
- **Membership & Communications Committee** – Rebecca de la Motte (Chair), Debbie Buckley, Phoebe Hampton, Dusty Lord, Jae Job
- **Executive Board** – Danielle Smith, Jae Job, Sadie Thompson, Richard Pethoud, Rebecca de la Motte, Dusty Lord

**6. Other Reports:** No Reports

**7. Region 5 Behavioral Health Conference Planning** – Planning Committee members are: Rebecca, Dorri, Sadie, Retha, Debbie, Danielle, Dusty, Meg, Phoebe, Jae and Lee.

They will hold their first meeting directly after next months' CFAC Committee meeting on April 9. Phyllis is going to speak to City Impact about availability dates and bring to the next meeting. Also plan on organizing sub committees.

**8. Other Business:** None

**9. Open floor:** None

**ADJOURNMENT:** The meeting adjourned at 10:59 am.