

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting October 8, 2019**

**Present:** Danielle Smith, Retha Knapp, Deanna Jaynes, Dusty Lord, Jae Job, Dorothy Miles, Richard Pethoud, Alex Goodier, Debbie Larson, Lee Clausen, Sadie Thompson, Rebecca de la Motte

**Absent:** Shawna Mason, Debbie Buckley, Chad Magdanz, Meg Damme, Phoebe Hampton (Excused)

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

**CALL TO ORDER:** The meeting was called to order at 9:01 a.m. by Chair, Danielle Smith. Rebecca de la Motte read over committee rules. Jae started the round table introductions by answering the question, "What is your biggest accomplishment of the day?"

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

**1. CONSENT AGENDA ITEMS:**

**A. Agenda October 8, 2019**

- Agenda was approved as written

**B. Minutes September 10, 2019**

- After reviewing, minutes were unanimously approved.

\* Richard Pethoud gave his resignation as a member of CFAC.

**2. FINANCIAL SUMMARY REPORT – (Alex)** Alex read over the financial report. *Unallocated Funds of \$18,837.66*

**3. EXECUTIVE BOARD REPORT – (Danielle)** – The monthly meeting was held on October 1 and next month's agenda was put together. Board members reviewed and revised the CFAC Policies and Procedures. Revisions were forwarded on to committee members to vote on. After the committee reviewed, CFAC Policies and Procedures were unanimously approved.

**4. STANDING COMMITTEE REPORTS –**

- **Funding Committee – (Dusty)** Discussion was held about supporting Peer Support Certifications funding. Is this something the committee wants to utilize some of the funds on. If so, work plan fund modifications would be needed. A new funding application would also be needed, with questions specific to Peer Support, along with criteria that would be required.  
Dusty also elaborated on extra supplies that are purchased for funded projects. All supplies are to be accounted for by the project organizer submitting a Report of Inventory when that project is finished and/or year-end Report of Inventory.

Danielle mentioned she would like to see some funds set aside for Phyllis to use for Consumer Advocacy. Phyllis is going to inquire about cost of activities, etc. that other regions are doing. She will bring more info to the committee. Danielle said it would be nice to help support her, to better represent Region V at a state level.

- **Membership & Communications Committee – (Rebecca)** CFAC Membership Position of Interest Table handout was reviewed, no adjustments needed. The Membership and Communications Committee operating procedures was also included in the packet. A discussion was held about having a committee News Letter and what would be included in the letter. Other options/ideas that were mentioned were a 1-page smaller version a newsletter, presence on Facebook or utilize Nebraska Coalition as an avenue for promotional pieces. Rebecca is going to work on putting together a sample letter for review. Discussion was tabled.
  - **Bylaws, Policies, and Procedures Committee – (Danielle)** Executive Board will take over this committee until someone can be named to lead it. Danielle discussed, a grievance form needs to be developed and has asked the committee to send examples of other agency grievance forms to her.
  - **Region 5 Behavioral Health Conference Planning – (Debbie)** No Report
5. **Other Reports** – Final Report Stats for Project Connect Lincoln (2018) 587 attendees, (2019) Over 700 attendees, 217 visited CFAC table.
6. **Educational – (Rebecca)** Rebecca presented on Half-life of a drug and what Real life factors affect the half-life.
7. **Other Business – Project Connect Lincoln – (Debbie absent)** Someone mentioned having a banner made to cover or go above the table. The idea was well received with further discussion to be held later.
8. **Open floor** – Sadie mentioned, they talked to C.J. to see if Region V would pay for the next Peer Support training, of 4 people from Region V? The training would be via Zoom as the training is not local. He asked that all Peer Support funding request go through the CFAC funding application process. Danielle and Sadie will submit a funding application which Dusty will email out to funding committee. Recommendations will then be sent out to all members.

**ADJOURNMENT:** The meeting adjourned at 11:48 a.m.