

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting February 11, 2020**

**Present:** Danielle Smith, Dorothy Miles, Alex Goodier, Sadie Thompson, Debbie Buckley, Lee Clausen, Jae Job, Retha Knapp, Rebecca de la Motte, Dusty Lord, Meg Damme

**Absent:** Chad Magdanz, Debbie Larson, Phoebe Hampton (Excused) Deanna Jaynes (Unexcused)

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

**CALL TO ORDER:** The meeting was called to order at 9:01 a.m. by Chair, Danielle Smith.

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

**1. CONSENT AGENDA ITEMS:**

**A. Agenda February 11, 2020**

- Agenda was approved as written

**B. Minutes December 10, 2019 (No January Mtg)**

- After reviewing, minutes were approved as written.

**2. FINANCIAL SUMMARY REPORT – (Alex)** Alex read over the financial report. *Unallocated Funds of \$18,2399.41*

**3. EXECUTIVE BOARD REPORT – (Danielle)**

**4. STANDING COMMITTEE REPORTS –**

- **Funding Committee – (Dusty)** Funding handouts (CFAC Work Plan, Funding Projects) were reviewed. Dusty reminded those who have received funding to submit your final reports.  
The question was raised if a PowerPoint presentation (to include what a person/group learned, their experience, and how the funding was utilized). Dusty brought up a good point that a report (itemized) would be needed in the event of being audited. That said, a presentation of the experience could be given but cannot replace the final report.
- **Membership & Communications Committee – (Rebecca)** No Report
- **Bylaws, Policies, and Procedures Committee – (Dorothy)** No Report Meg is going to help Dorothy establish a distribution list/group e-mail. This groups next meeting is TBA, 2 months from now.
- **Region 5 Behavioral Health Conference Planning – (Debbie)** Meeting to be held directly after this meeting.

**5. Other Reports – None**

6. **Educational – Sadie Thompson (Guided Meditation)** Sadie gave a presentation on Guided Meditation and its benefits. She demonstrated different techniques/methods used and lead the group in meditation. Here’s a recap of some of her techniques:

**Breath of Fire**

**Four Square Breathing**

1. Begin by slowly exhaling all of your air out.
2. Then, gently inhale through your nose to a slow count of **4**.
3. Hold at the top of the **breath for** a count of **4**.
4. Then gently exhale through your mouth **for** a count of **4**.
5. At the bottom of the **breath**, pause and hold **for** the count of **4**.

**Guided Progressive Relaxation**

**Upcoming Educational:**

- **March – Alex (Strategic Goal Setting)**
- **April – Debbie B.**

7. **Open floor – None**

**ADJOURNMENT:** The meeting adjourned at 10:09 a.m.