

**Minutes of the Region V Systems
Consumer/Family Advisory Committee (CFAC)
Meeting November 10, 2020**

Present: Danielle Smith, Sadie Thompson, Debbie Buckley, Dusty Lord, Dorothy Miles, Rebecca de la Motte, Lisa DeCoteau, Chris Allende, So Lieb, Jenn Nelson

Absent: Chad Magdanz, Ashley Morin, Meg Damme, Lee Clausen

Non-Members Present: Donna Dekker

CALL TO ORDER: The meeting started at 9:08, once all members were able to get logged into Zoom. Danielle welcomed everyone to the meeting and asked everyone to introduce themselves and share, “What is one wellness tool, are you using right now”?

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

1. CONSENT AGENDA ITEMS:

A. Agenda November 10, 2020

- Agenda approved with the name change of the financial coordinator.

B. Minutes October 13, 2020

- After review, minutes were approved.

2. FINANCIAL SUMMARY REPORT – Dusty read over the summary report along with the Funding Project Spreadsheet 2020-2021. *Remaining unallocated \$22,691.94*

3. EXECUTIVE BOARD REPORT – (Danielle) – No meeting – Danielle asked the members their thoughts of having Co-chairs for the Sub-Committees? Members were favorable and thought it would be beneficial going forward. The new co-chairs who were nominated and voted in are as follows: *So Lieb (Membership & Communications), Sadie Thompson (Bylaws, Policies, and Procedures), and Lisa DeCoteau (Funding)*

Sub-Committees will hold individual meetings and bring recommendations to the CFAC Committee for input, suggestions and/or voting purposes.

4. STANDING COMMITTEE REPORTS –

- **Funding Committee – (Dusty)** The funding committee met and forwarded the following updated forms and reports to be voted on:

- Workplan Spreadsheet – Approved
- CFAC Funding Applications with changes – Approved
- Project Budget example - Approved
- Nebraska Certification Testing for Peer Support Specialist – Approved

These will be forwarded to C.J. Johnson, Region V Systems for final approval.

Membership & Communications Committee – (Rebecca) Dusty updated the CFAC Membership application to reflect the new email account for returning applications. After a vote was taken the application was approved. *It will be forwarded on to C.J. Johnson, Region V Systems for final approval.*

Membership Committee (cont.)

The following membership applications were received:

- Kevin Karmazin – After the application was reviewed and after motions to approve, a vote was taken and ***unanimously approved***
- Jeanette Wachtel - After the application was reviewed and after motions to approve, a vote was taken and ***unanimously approved***

These applications will be forwarded on to C.J. Johnson, Region V Systems for final approval.

- **Bylaws, Policies, and Procedures Committee – (Dorothy) – No report**
- **Region 5 Behavioral Health Conference Planning – (Debbie)** Debbie will send out an email for an upcoming meeting, aiming for December 8th. The conference location, theme, and date will all be discussed at this meeting.

5. Other Reports –

- **CFAC Email** – All communications, reminders, etc. will now go through the committee’s email account. Dusty and Danielle are administrators of this account. It is important to utilize the subject line to ensure emails are distributed to the proper person(s) or Sub-Committee. The question of the Role of the Secretary was brought up and will be reviewed by the bylaws committee.
- **Committee Materials** – Dusty discussed the Materials Monthly Inventory sheet. Discussing about the storage of the materials and what that looks like moving forward. Danielle will be speaking to C.J. to get his input.
- **Final Project Reports –**
 - A. Graduation Medallions – St Monica’s: FY 19/20
 - B. Treatment Coins – Lutheran Family Services: FY 19/20
 - C. WRAP @ Touchstone – Jennifer Foreman - WRAP Materials and Other Materials
 - D. WRAP @ St Monica’s – Debbie Buckley - WRAP Materials and Other Materials

6. Educational – Patrick Kreifels with Region V Systems presented on FY20-21 Strategic Plan

7. Upcoming Educational:

- December – Sadie – Dream Interpretation
- January - Danielle

8. Open floor –

ADJOURNMENT: The meeting adjourned at 11:36 a.m.