

**Minutes of the Region V Systems  
Consumer/Family Advisory Committee (CFAC)  
Meeting July 13, 2021**

**Present:** Lisa DeCoteau, So Lieb, Ashley Morin, Meg Damme, Danielle Smith, Sadie Thompson, Heather Anders, Dorothy Miles, Jami Marcano, Peggy Galloway

**Absent:** Suzi Schofield, Chris Allende, Jenn Nelson, Debbie Buckley, Jeanette Wachtel

**Non-Members Present:** Donna Dekker, Kjerstin Egger

**CALL TO ORDER:** The meeting started at 9:05 via Zoom.

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

**1. CONSENT AGENDA ITEMS:**

**A. Agenda July 13, 2021**

- Agenda approved with the addition of - Secretary nominations under Executive Board Report.

**B. Minutes June 8, 2021**

- Minutes approved as written

**2. FINANCIAL SUMMARY REPORT – No report. Year-end reports are still being processed.**

**3. EXECUTIVE BOARD REPORT – Danielle – Met on July 6<sup>th</sup> - Agenda for the July 13<sup>th</sup> CFAC meeting was created. There were no funding applications to review. Danielle reported that they were able to get all funding applications through and there was approximately \$1800 dollars to do a partial funding of “Whispering Acres Equine” application.**

Danielle mentioned she is taking nominations for the Secretary position. This position was previously held by Sadie. Nominations and/or interest can be emailed to Danielle. Sadie will be taking over the position of Funding Committee Chair.

Ashley Morin nominated Heather Anders. Sadie is going to send Heather more information about what the role of Secretary looks like, Heather is going to consider and get back next month.

More on this at next month’s meeting.

**4. STANDING COMMITTEE REPORTS –**

- **Funding Committee** – No new funding applications were received. The question was asked if someone in our region is working with someone in another region, can they submit an application for materials and supplies. Funding is to be used for those serving within our region. Each region has similar programs, and this person would need to contact the Consumer Specialist within the region served for funding.
- **Membership & Communications Committee** – (So) (Meet 4<sup>th</sup> Tues of month @10am) So reported the following from their meeting held on June 22<sup>nd</sup>.
  - Heather A. has joined the membership committee.

- Newsletter- talk about ideas of what content should be spotlighted or included in the newsletter.
- Going have a “CFAC Spotlight Member” each month. This month’s spotlight member is Debbie Buckley.
- **Bylaws, Policies, and Procedures Committee – (Dorothy)** Sadie – Briefly went over the revisions to the bylaws. Members voted - *Approved*  
Sadie and Dorothy will review the policies and procedures to see if they correspond with the revisions made to the bylaws.
- **Region 5 Behavioral Health Conference Planning** – Danielle read over the final report.
  - Feedback –
    - More speakers – someone mentioned having more than 2 speakers. It was mentioned that there where 3 speakers in past conferences and with the 3<sup>rd</sup> speaker, #’s dropped off.
    - Start planning sooner – would it justify having a second day added to the conference. Given that a second day is added, would peer support and providers be able to get 2 days off work and would it be possible to offer CEU’s.
    - More advertisement – via Social Media, News (PSA), use as many outlets as possible.

**5. Other Reports – Final Report** – Behavioral Health Conference (see above)

**6. Educational** – August (Lisa), September (Sadie), October (Outside Resource)

**7. Open floor** – No Report

**ADJOURNMENT:** The meeting adjourned at 10:13 a.m.