

**Minutes of the Region V Systems
Consumer/Family Advisory Committee (CFAC)
Meeting November 9, 2021**

Present: Lisa DeCoteau, So Lieb, Danielle Smith, Sadie Thompson, Heather Anders, Peggy Galloway, Jenn Nelson, Chris Allende, Debbie Buckley, Kjerstin Egger, Ashley Morin, Jeanette Wachtel

Absent: Jami Marcano, Dorothy Miles

Non-Members Present: Donna Dekker, Alex Goodier, Brenda Schmidt

CALL TO ORDER: The meeting started at 9:02 via Zoom and in person.

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

Danielle welcomed everyone to the meeting and introductions were made.

Presentation: Sadie Jensen and Sophie Yelkin – Tobacco Use, Mental Health, and other Substance Use.

1. CONSENT AGENDA ITEMS:

A. Agenda November 9, 2021

- Agenda approved as written

B. Minutes October 12, 2021

- Minutes approved as written

2. FINANCIAL SUMMARY REPORT – Sadie – \$21,512.01 Unallocated funds

3. EXECUTIVE BOARD REPORT – Danielle – (Meet the 1st Tues. of month 9 - 10am, via Zoom)

A meeting was held on November 2nd where the next CFAC Meeting Agenda was formulated. Danielle mentioned anyone can attend the meeting, usually less than an hour long.

4. STANDING COMMITTEE REPORTS –

- **Funding Committee – Sadie (Meet the last Thursday of month 2:30 – 4:30pm, via Zoom)**
 - The following applications were received and reviewed:
 - Translate CFAC Brochure to Spanish (Debbie Buckley) After review and approval by both the funding and executive committees this application is brought to CFAC mtg. for a vote. *Unanimously approved.*
 - Peer Support Specialist certification testing (Tiffanie Street) After review and approval by both the funding and executive committees this application is brought to CFAC mtg. for a vote. *Unanimously approved.*
 - Sacred Voices Talking Circle (Kevin Abourezk) An emergency mtg. took place by the funding committee for this reimbursement

application and was approved to go to the Executive Committee. The Executive committee was unable to meet and vote so it comes to the CFAC committee to review then vote. *Unanimously approved.*

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- **Membership & Communications Committee – (So) (Meet the last Tues. of month 9:30 – 10:30am, via Zoom)** Membership team met on October 26th.

Meeting recap:

- Newsletter discussion:
 - November issue was reviewed. It will be sent for final review and approval by the Executive Committee once one more event is added. It will then be ready for distribution.
 - First newsletter was sent to 157 recipients. Seventy-six were opened and eight bounced back. It is posted on both CFAC and Wellbeing Initiative (Facebook) social media pages. Chris will continue to build the distribution list. If anyone wants an individual or organization added to the list, let Chris know. Share the posts to help build the community.
 - All CFAC members can distribute the newsletter to leadership of key organizations to share with their staff and others they feel will benefit.
 - Think of material for the January 2022 issue. Suggested material would focus on mental wellness and resources to help with seasonal depression, loneliness, resources for energy and food assistance, etc.
 - Newest CFAC Spotlight Member is **Chris Allende**
 - CFAC testimonial was going to be Meg Damme talking about the WRAP program and resources. Meg has since stepped down from the committee, so Chris is going to contact her to see if she still wants to share her testimonial.
 - Add the Spanish version of the brochure to the website.
- Next meeting will be held November 23, 2021, 9:30 to 10:30 a.m.
- **Bylaws, Policies, and Procedures Committee – (Sadie)** Meet again in May.
- **Region 5 Behavioral Health Conference Planning – (Debbie)** 150 total bags were assembled (100 standard, 50 Spanish). Next meeting December 13, focus will be how to get items distributed to rural areas.

5. Other Reports – Final Report – No final reports

6. Educational – November (Outside Resource)

7. Open floor – Danielle spoke about some of the logistics of the committee and opened the floor for discussion. Items discussed were:

- **Meeting Schedule** – Danielle asked what committee members thoughts were about meeting quarterly instead of monthly. Some of the discussion was as follows:

- Special meetings, for funding applications, would need to take place if meetings went to quarterly.
- Bylaws would need to be amended.
- Would sub-committees be empowered to pass through voting items to CFAC, bypassing Executive committee. CFAC could still veto decisions.
- Would the committee lose momentum and take away some of the fun aspect by going back to mainly business focus if meeting goes to quarterly.
- Membership and Funding Committees would still meet monthly with the Executive committee meeting on emergency basis.
- Bring feedback and ideas next month and possibly vote.
- *Committee Chair and Co-Chair* – Danielle’s term as Chair is coming up and she will not seek renewal of the position. She would like to entertain nominations as she would like to be able to train the person who will be taking her place. Also, Meg Damme has stepped away from the committee and her role as Co-Chair will need to be filled. All nominations can be sent to her or bring to the next meeting.

ADJOURNMENT: The meeting adjourned at 10:44 a.m.