

**Region V Systems
Consumer/Family Advisory Committee
Meeting Minutes
December 13, 2022, 9:00 am – 12:00 pm**

CALL TO ORDER: 9:04 am

ROLL CALL:

Present: Chris Allende, Heather Anders, Debbie Buckley, Lisa DeCoteau, So Lieb, Brian Linderholm, Ashley Morin (partial), Jenn Nelson, Bridgett Trumble, Jeanette Wachtel, Julie Wismer

Absent: Peggy Galloway (excused), Cameron Hayes (excused), Angela Pillow (excused), Austin Booher, Heidi Martinez-Reyes, Dorothy Miles, Kellie Weirs

Non-members Present: Melissa Bowers

Quorum not established (10 voting members of 11 needed)

1. Discussion:

2. CONSENT AGENDA ITEMS:

- A. *Agenda December 13, 2022: Stands with no additions*
- B. *Minutes November 8, 2022: Unable to vote due to not meeting quorum*

3. BYLAWS, POLICIES, & PROCEDURES

- We have not been getting enough attendance at meetings to meet 60% quorum.
- Article III – Members: Section 1 – Committee consists of not less than 10 and not more than 20 members.
- Discussion:
 - Bylaws cannot be changed until end of FY
- Article III – Absences: Up to member to let Chair know if they can commit to meetings. Members removed after 3 consecutive unexcused absences.
- Attendance for entire meeting is expected. Meeting is scheduled 9am-Noon.

4. FINANCIAL SUMMARY REPORT – Lisa

- \$22,401.32 available; \$5,000 allocated for Behavioral Health Conference
- Only 5 months left to submit applications
- Debbie would like to change BHC allocation to \$6,000
- Encourage applications for funding.

5. EXECUTIVE COMMITTEE REPORT – Heather (Meets the 1st Tue. of month 9:00–10:00 am, via Zoom)

- Reviewed Minutes December 6, 2022
- Next meeting January 3, 2023 at 9:00 am via Zoom

6. STANDING COMMITTEE REPORTS:

- **Funding Committee: Lisa (Meets 3rd Wednesday of month 1:00-2:00 pm via Zoom)**
 - Funding Apps:
 - WRAP Seminar II Binders & Supplies: *Motion to Approve-Jenn; Second-Debbie; Unanimously approved*
 - Final Project Reports: CenterPointe WRAP
 - Meeting time: 3rd Wednesday of month 1:00-2:00 pm via Zoom
 - Next meeting December 21, 2022 at 1:00 pm via Zoom

- **Membership & Communications Committee: So (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
 - Reviewed minutes from last meeting 11/22/22
 - Newsletter: Next issue will be late February. Jeanette will be in Member Spotlight. Discussed including health tips & mental wellness during cold & flu season/winter, utility assistance.
 - Two CFAC member seats open
 - Discussed funding events to set up CFAC table at events such as health fairs.
 - Next meeting December 27, 2022 at 9:30 am

- **Bylaws, Policies, and Procedures Committee: Dorothy (absent)**

- **Special Projects Committee:**
 - Debbie exploring starting meetings back up on 3rd Monday of every month; time TBD
 - Would like to do something for “Spring Back Into Recovery”
 - Would like to start thinking about swag items for next BHC & Project Connect
 - Thinking about organizing a membership team building event

7. Other Reports:

- None

8. Educational: Lisa-Mental Health Advanced Directives

9. Upcoming Education:

- **January**-Heather will reach out to members to schedule
- **February**-
- **March**-

10. Open floor:

ADJOURNMENT: The meeting adjourned at 10:39 am