

**Region V Systems**  
**Consumer/Family Advisory Committee**  
**Meeting Minutes**  
**October 10, 2023 9:00 am – 12:00 pm**

**CALL TO ORDER:** 9:02 am

**ROLL CALL:**

**Present:** Chris Allende, Heather Anders, Debbie Buckley, Lisa DeCoteau, Peggy Galloway, Brian Linderholm, Ashley Morin (partial-9:45), Jenn Nelson, Angela Pillow, Jeanette Wachtel, Julie Wismer (partial-9:55), Bridgett Trumble (partial)

**Absent:** So Lieb (excused), Cameron Hayes, Makenzie Crew

**Non-members Present:** Melissa Bowers, Kalli Fandrich, Alaina Hulette, Dorothy Miles

***Quorum established (9 of 9 needed at roll call)***

**1. Welcome**

**2. Housekeeping**

**3. CONSENT AGENDA ITEMS:**

- A. Agenda October 10, 2023 – Add discussion about Zoom account for CFAC
- B. Minutes: September 12, 2023: *Motion to approve-Lisa; Second-Jenn; passed unanimously*

**4. Presentation:** Region V CQI

**5. EXECUTIVE COMMITTEE REPORT – Heather (Meets the 1<sup>st</sup> Tue. of month 9:00–10:00 am, via Teams)**

- Next meeting November 7th, 9:00-10:00 am via Teams

**6. STANDING COMMITTEE REPORTS:**

- **Funding Committee: Lisa (Meets 3<sup>rd</sup> Wednesday of month 1:00-2:00 pm via Zoom)**
  - Financial Summary: \$26,476.10 unallocated; \$28,562.14 actual
  - Funding Applications:
    - CFAC logo files: *Motion to approve-Jenn; second-Chris; passed unanimously*
    - Mini-BHC in NE City: *Motion to approve-Chris; second-Jeanette; passed unanimously*
    - State CPSS Exam for Julie Wismer: *Motion to approve-Lisa; second-Jeanette; passed unanimously*
  - Next Meeting: October 18th @ 1:00 via Zoom
- **Membership & Communications Committee: Chris/So (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
  - September meeting was cancelled due to Project Connect

- Chris is changing positions and may be stepping away from CFAC. Consumer Representative duties will be passed to Kalli Fandrich. Peggy is willing to serve as Chair of Membership Committee, will vote on soon.
- New Membership Applications:
  - None
- Next Meeting October 24th at 9:30 am via Zoom
- **Bylaws, Policies, and Procedures Committee: Ashley**
  - Bylaws and Policies & Procedures have been passed on to Region V Corporate Compliance.
  - Next meeting TBD
- **Special Projects Committee: Debbie (Meets 3rd Mon of the month, 10-11 am via Zoom):**
  - Meeting bi-weekly until January, then will resume monthly
  - Discussed events we might want to participate in.
  - Mini-BHC update:
    - November 4<sup>th</sup> (Saturday) in NE City, continuing to plan
    - Heather looking at location this afternoon to see layout
    - Need speakers/presenters, have one breakout session confirmed, discussed potential barriers.
    - Flyer will be created as soon as information is available (address, etc.)
    - Have some stuff we can use for raffle
    - May need to stuff more bags-we have enough supplies/swag
    - Organizations will have tables at event
  - Next Meeting: Mini-BHC October 11<sup>th</sup> at noon; November 20<sup>th</sup> at 10 am via Zoom

**7. Other Reports:**

- Final Project Reports-none

**8. Educational: None**

**9. Upcoming Education:**

- November-Debbie
- December-So

**10. Other Business:**

- Paid Zoom account for CFAC: Need to work through some issues. Heather will reach out to IT to try to problem-solve. CFAC will need access to a paid account for either Teams or Zoom to conduct CFAC business.

**11. Open Floor:**

- Wellbeing Initiative is expanding Wellness and Education Center programming and providing services in rural areas.

**12. Important Dates: Listed on Agenda**

**ADJOURNMENT:** The meeting adjourned at 10:56 am.