

**Region V Systems**  
**Consumer/Family Advisory Committee**  
**Meeting Minutes**  
**November 14, 2023 9:00 am – 12:00 pm**

**CALL TO ORDER:** 9:03 am

**ROLL CALL:**

**Present:** Heather Anders, Debbie Buckley, Makenzie Crew, Lisa DeCoteau, Peggy Galloway, So Lieb, Brian Linderholm, Ashley Morin, Jenn Nelson, Angela Pillow, Julie Wismer, Bridgett Trumble

**Absent:** Chris Allende (excused), Cameron Hayes, Jeanette Wachtel

**Non-members Present:** Dorothy Miles, Wilson (MHA), Kalli Fandrich

***Quorum established (10 of 9 needed at roll call)***

**1. Welcome**

**2. Housekeeping**

**3. CONSENT AGENDA ITEMS:**

**A.** Agenda November 14, 2023

**B.** Minutes: October 10, 2023: *Motion to approve-Peggy; Second-Debbie; passed unanimously*

**4. Presentation: None**

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

- Chris Allende resigning effective today, leaving Membership Chair position open. Will appoint new chair next meeting
- Mini-BHC feedback
- Membership apps
- Bylaws discussion
- Next meeting December 5th, 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: \$24,426.10 unallocated; \$27,947.40 actual
  - Funding Applications:
    - Women Are Sacred \$175.00: *Motion to approve-Jenn; second-So; passed unanimously*
    - Wellbriety-Sacred Voices \$175.00: *Motion to approve-Brian; second-Peggy; passed unanimously*

- Peer Support Training-Shawn Snyder \$350: *Motion to approve-Jenn; second-So; passed unanimously*
  - Next Meeting: November 15th @ 1:00 via Zoom
- **Membership & Communications Committee: Chris/Peggy (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
  - Chris resigning from CFAC effective today, leaves Chair position open
  - No holiday newsletter; next one will be in February
  - New Membership Applications:
    - Kalli Fandrich: *Motion-Peggy; Second-Debbie; passed 9-1*
  - Next Meeting November 28th at 9:30 am via Zoom
- **Bylaws, Policies, and Procedures Committee: Ashley**
  - Per Bylaws, Executive Team can appoint Chair for Membership Committee. Ashley has gotten votes from Executive Team, and Peggy is appointed new Chair of Membership Committee
  - Next meeting TBD
- **Special Projects Committee: Debbie (Meets 3rd Mon of the month, 10-11 am via Zoom):**
  - Mini-BHC update:
    - 54 people attended
    - 29 Evaluations submitted; feedback was very positive. Debbie shared comments on what could be improved. Some requests were more conferences, let organizations present on their services, more information for youth & parents/caregivers, more presenters, workshops on caregivers for elderly, focus on other populations not just addiction, fewer breakouts so they can hear all of the presenters
    - Improvements for planning next one: Make sure everyone is in the same meetings from the beginning.
  - Meeting bi-monthly until January, then will resume monthly
  - Next Meeting: November 27th at 10 am via Zoom but may change to December 3rd due to the holiday

## 7. Other Reports:

- Final Project Reports-none

## 8. Educational: None

## 9. Upcoming Education:

- November-Debbie
- December-So
- January-

## 10. Other Business:

- Jenn will likely be stepping down from CFAC to serve on the Region V Opioid Steering Committee. This will leave the secretary position open for Executive Committee to appoint. Please let Heather know if you are interested in serving as Secretary. Jenn is happy to train someone and share the tools she uses.
- Please share with your contacts that CFAC has funding opportunities.

**11. Open Floor:**

- None

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

**ADJOURNMENT:** The meeting adjourned at 10:28 am.