**Region V Systems**

**Consumer/Family Advisory Committee**

**Meeting Minutes**

**April 9, 2024 9:00 am – 12:00 pm**

**CALL TO ORDER:** 9:01 am

**ROLL CALL:**

**Members Present:** Heather Anders, Makenzie Crew, Lisa DeCoteau, Peggy Galloway (Late-9:07), Sarah Jackson, Kim Kinell, So Lieb, Brian Linderholm, Ashley Morin (absent at 9:37), Jenn Nelson, Angela Pillow, Erica Quintero

**Absent:** Kayla Bogenhagen, Alaina Hulette (excused), Jeanette Wachtal

**Region V Consumer Specialist Present:** Kalli Fandrich

**Non-members Present:** Dorothy Miles, Ryan (MHA/REAL), Chad Magdanz (MHA), Rhonda Morrison (Antelope Valley)

***Quorum established (11 of 9 needed at roll call)***

1. **Welcome**
2. **Housekeeping**
3. **CONSENT AGENDA ITEMS:**
4. Agenda April 11, 2024
5. Minutes: March 12, 2024*: Motion to approve-Makenzie; Second-Brian; passed unanimously 10-0*
6. **Presentation:** Patrick Kriefels, Region V Regional Administrator-Region V Proposed Strategic Plan
7. **EXECUTIVE COMMITTEE REPORT – Heather (Meets the 1st Tue. of month 9:00–10:00 am, via Teams)**

* Discussed attendance and how to change meetings
* Next meeting May 7th, 9:00-10:00 am via Zoom

1. **STANDING COMMITTEE REPORTS:**

* **Funding Committee: Chair Lisa/Jenn Co-Chair (Meets 3rd Wednesday of month 1:00-2:00 pm via Zoom)**
* Financial Summary: $9,225.68 unallocated; $16,357.14 actual
* Funding Applications:
  + Bus Passes (MHA) $1,600.00: *Motion to approve-Lisa; Second-Jenn; passed unanimously 11-0*
  + Bus Passes (Region V Housing) $800.00: *Motion to approve-Peggy; Second-Brian; passed unanimously 11-0*
  + Discussed how to let people know that the funding process takes a few months to fully get through
* Next Meeting: April 17th @ 1:00 via Zoom
* **Membership & Communications Committee: Chair Peggy/Co-Chair (Vacant) (Meets the 4th Tue of month 9:30–10:30am via Zoom)** 
  + Discussed ways to increase family engagement
  + Sarah volunteered to serve as co-chair of the membership committee
  + New Membership Applications:
    - None
  + Next Meeting April 23rd at 9:30 am via Zoom
* **Bylaws, Policies, and Procedures Committee: Chair Ashley/Co-Chair (Vacant)**
  + Need a co-chair for the committee
  + Will be having annual Bylaws meeting soon.
  + Please give any feedback to Ashley. Asked Ashley to send out Bylaws and Policies & Procedures
  + Next Meeting TBD, will have one in April & one in May
* **Special Projects Committee: Chair Alaina/Co-Chair Makenzie (meets every other Thursday at 9:00 am via Zoom)**
  + Will be meeting every other Thursday at 9:00 am via Zoom. All members are welcome to attend.
  + Need volunteers for various duties. Makenzie will send email to all members listing areas of needs and meeting invite. Please let Alaina & Makenzie know if you see any duties you’d like to help with
  + Ashley and Dorothy volunteered to get raffle prizes.
  + Brian will be compiling data for the conference.
  + Would like to have one presentation & one speaker representing a family aspect
  + Looked at themes and graphics
  + Discussed printing needs
  + Will plan a luncheon to stuff swag bags for June meeting.
  + Next Meeting: April 11th at 9:00 am via Zoom

1. **Other Reports:**
   * Final Project Reports-none
2. **Educational:** None
3. **Upcoming Education:**
   * April-So
   * May-
4. **Other Business:**
   * Attendance and Commitment
     + Suggestion from non-member to return to Roger’s Rules of Order
     + Discussed potential barriers to attendance of full meeting
     + Peggy suggested orientation for new members.
     + Make sure that new members are added to emails that are going out
     + So suggested that people interested in membership attend a few meetings first before applying for membership.
     + Discussed sharing attendance spreadsheet.
5. **Open Floor:**
6. **Important Dates:** Listed on Agenda

**ADJOURNMENT**: The meeting adjourned at 11:35 am.