

**Region V Systems**  
**Consumer/Family Advisory Committee**  
**Meeting Minutes**  
**Aug. 13, 2024 9:00 am – 12:00 pm**

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

**ROLL CALL:**

**Members Present:** Heather Anders, Erica Craig (Late-9:31), Makenzie Crew, Lisa DeCoteau, Peggy Galloway, Sarah Jackson, So Lieb (Late-9:06), Brian Linderholm, Ashley Morin (Late 9:09), Rhonda Morrison, Jenn Nelson, Angela Pillow (Late 9:09), Jeanette Wachtal

**Absent:** Alaina Hulette (excused), Kim Kinell, Erica Quintero (excused)

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

**Non-members Present:**

***Quorum not established at Roll Call (8 of 9 needed at roll call); established with late members***

1. **Welcome**
2. **Housekeeping**
3. **CONSENT AGENDA ITEMS:**
  - A. Agenda August 13, 2024
  - B. Minutes: July 9, 2024: *Motion to approve-Lisa; Second-Makenzie; passed unanimously 11-0*
4. **Presentation:** None
5. **EXECUTIVE COMMITTEE REPORT – Heather (Meets the 1<sup>st</sup> Tue. of month 9:00–10:00 am, via Teams)**
  - Next meeting September 3rd, 9:00-10:00 am via Zoom
6. **STANDING COMMITTEE REPORTS:**
  - **Funding Committee: Chair Lisa/Makenzie Co-Chair (Meets 3<sup>rd</sup> Wednesday of month 1:00-2:00 pm via Zoom)**
    - Financial Summary: \$29,836.00 unallocated; All unspent.
    - Funding Applications:
      - Bus Passes/Samantha Benda \$400: *Motion to Approve-Ashley; Second-Makenzie; passed unanimously 11-0*
      - Kim Gildea CPSS exam \$125: *Motion to Approve-; Second-; passed unanimously 11-0*
      - SMART Recovery Books/CenterPointe \$400: *Motion to Approve-So; Second-Ashley; passed unanimously 11-0*

- Baby & Me/Danielle Garcia \$4,650: *No motion to approve; denied by committee*
    - Grant Writing Classes-Sarah Jackson & Ashley Morin-*Motion to approve-Peggy; Second-So; passed unanimously 10-0 with two abstaining*
  - Discussed possibility of more members getting approved for funding for grant-writing class.
  - Discussed criteria for funding applications
  - Discussed and reviewed funding policies and procedures. Interpretation of existing operating document looks like applications should be voted for recommendations in Funding Committee and Executive Committee and then presented to the entire committee for a vote.
  - Heather shared resources that people can access re: grant writing at Nonprofitready.org
  - Next Meeting: August 21st @ 1:00 via Zoom
- **Membership & Communications Committee: Chair Peggy/Co-Chair Sarah (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
  - Membership Applications:
    - Brandy Nicholls: *Motion to approve-Jenn; Second-; Approved unanimously*
  - Next Meeting: August 27th at 9:30 am via Zoom
- **Bylaws, Policies, and Procedures Committee: Chair Ashley/Co-Chair So**
  - Ashley and So are working on a date in September to meet.
  - Ashley will send out new Bylaws within the next few days.
  - Reviewed Absentee Voting procedure. All items requiring a vote will need to be submitted to Heather so she can include them when she sends out the Agenda and Minutes a week prior to the CFAC meeting.
  - Next Meeting: TBD
- **Special Projects Committee: Chair Alaina/Co-Chair Makenzie (meets every other Thursday at 9:00 am via Zoom)**
  - Alaina is looking at her schedule so she can assess when Special Project Committee meetings will be.
  - Heather gave surveys to Brian to compile data.
  - We did not get a lot of surveys for the overall BHC but did get a lot for the breakout sessions. Discussed strategies to increase collection of those overall BHC surveys next year: give at afternoon snack break or give Certificates of Attendance for those who turn in the survey.
  - Reviewed some preliminary data.
  - Total attendance for BHC is estimated at 120.
  - The next project to be planned is the Nebraska City Mini-BHC.
  - Next Meeting: TBD

## 7. Other Reports:

- Final Project Reports-none

## 8. Education:

- Lisa – August: 5 Primary Tools of Peer Support
- Ashley - September
- Rhonda - October
- Angela - November
- Erica Craig - December

**9. Other Business:**

- Jenn proposed that we officially start having a break halfway through the meeting around 10:30. The Committee was in support of this.

**10. Open Floor:**

- None

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

**ADJOURNMENT:** The meeting adjourned at 11:17 am.