

**Region V Systems
Consumer/Family Advisory Committee
Meeting Minutes
October 8, 2024 9:00 am – 12:00 pm**

CALL TO ORDER: 9:02 am

ROLL CALL:

Members Present: Heather Anders, Erica Craig (late-joined at 10:10), Makenzie Crew (left 9:32), Lisa DeCoteau, Sarah Jackson, So Lieb, Brian Linderholm, Ashley Morin, Rhonda Morrison, Jenn Nelson, Erica Quintero, Jeanette Wachtel

Absent: None

Region V Consumer Specialist Present: Kalli Fandrich

Non-members Present: None

Quorum established at Roll Call (11 of 8 needed at roll call)

1. Welcome/Introductions

2. Housekeeping

3. CONSENT AGENDA ITEMS:

A. Agenda October 8, 2024 – no additions

B. Minutes: September 10, 2024: *Motion to approve-Rhonda; Second-Sarah; passed unanimously 11-0*

4. Agenda Items:

- None

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

- Next meeting November 5th, 9:00-10:00 am via Zoom

6. STANDING COMMITTEE REPORTS:

- **Funding Committee: Chair Lisa/Co-Chair Makenzie (Meets 3rd Wednesday of month 1:00-2:00 pm via Zoom)**
 - Financial Summary: \$21,970.76 unallocated; \$24,358.00 unspent
 - Funding Applications:
 - Jennifer Hopper/CPSS Exam \$125.00: *Motion to Approve-Ashley; Second-Erica Q.; passed unanimously 11-0*
 - Funding Chair/Financial Coordinator position-nomination for Rhonda Morrison. *Motion-Ashley; Second-Sarah; Passed 10-0 with one abstention*

- Need to complete Funding Procedures review by next meeting-will review in next Funding meeting which is rescheduled from October 16th to October 17th.
- Next Meeting: October 17th @ 1:00 via Zoom
- **Membership & Communications Committee: Chair Vacant/Co-Chair Sarah (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
 - Chair position is still open. Please let Heather know if you are interested in serving.
 - Membership Applications:
 - One came in, but it is incomplete, and applicant indicated that she is only available for 80% of time commitment. Sarah & Heather will follow up to get more information.
 - Sarah planning to have meeting on the 3rd Tuesday of the month at 9:00 via Zoom while she is acting in place of Chair
 - Next Meeting: October 22nd at 9:00 am via Zoom
- **Bylaws, Policies, and Procedures Committee: Chair Ashley/Co-Chair So**
 - Kalli-Region V submitted feedback re: Bylaws, Policies & Procedures, & Funding Procedure Manual. Response was due by August. Bylaws have been completed. Committee needs to complete Policies & Procedures and Funding Procedures by the end of this month. Ashley has sent Bylaws and Policies & Procedures feedback to Patrick and will forward to Kalli. Funding Committee will review Funding Procedure Manual feedback in next Funding Committee meeting.
 - Heather will add Region V Consumer Specialist to Agenda every month so Kalli can give updates.
 - Next Meeting: October 18th @ 10:00 am via Zoom
- **Special Projects Committee: Chair Sarah/Co-Chair Erica C. (meets 4th Tuesday of month from 9:00-10:00 am via Zoom)**
 - Project Connect-Discussed logistics for CFAC table. Discussed using some swag from BHC to give out at Project Connect. Will have Membership Apps, CFAC pamphlets, Region V trainings. Will ask Donna to print items. Brandy is willing to man table in the afternoon if needed. Rhonda will be at the table in the morning and Sarah in the afternoon. Erica Craig can also help from noon-3:00.
 - Next Meeting: October 29th at 9:00 via Zoom

7. Other Reports:

- Final Project Reports-none

8. Education:

- Brian - November
- Erica Craig – December

9. Other Business:

- None

10. Open Floor:

- Stop Soldier Suicide event is this Saturday. Heather has more information for anyone who wants to attend.

11. Important Dates: Listed on Agenda

ADJOURNMENT: The meeting adjourned at 10:35 am.