

**Region V Systems
Consumer/Family Advisory Committee
Meeting Minutes
January 14, 2025 9:00 am – 12:00 pm**

CALL TO ORDER: 9:04 am

ROLL CALL:

Members Present: Erica Craig (Late-9:10/Left Early 10:44), Makenzie Crew, Brian Linderholm, Ashley Morin, Rhonda Morrison, Jenn Nelson, Brandy Nichols

Absent: So Lieb (excused), Sarah Jackson (excused), Erica Quintero (excused), Jeanette Wachtel

Region V Consumer Specialist Present: Kalli Fandrich

Non-members Present: Jodi Smith (MHA)

Quorum established at Roll Call (6 of 6 needed at roll call)

1. Welcome/Introductions

2. Housekeeping

3. Presentation:

Patrick Kriefels, Erin Rourke, and Danielle Belina from Region V to discuss feedback on Bylaws and Policies & Procedures

- All votes will be held via open ballot.
- Discussed possibility of electronic drive for easy submission & storage of documents. Danielle will look into this.
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4. CONSENT AGENDA ITEMS:

A. Agenda January 14, 2025

B. Minutes: December 10, 2024: *Motion to approve-Rhonda; Second-Makenzie; passed unanimously -0*

5. Region V Consumer Specialist Report:

- Taisa has a conflict with Tuesday mornings from 9:30-1:30 for the next 12 weeks. She will be attending the full CFAC meeting but will not be able to make it to subcommittee meetings until April.

6. Agenda Items:

- None

7. EXECUTIVE COMMITTEE REPORT – Jenn (Meets the 1st Tue. of month 9:00–10:00 am via Zoom)

- Vice-Chair position is open, asked for volunteers to serve as interim Vice-Chair. Brian said he would be willing to fill the position in the interim.
- Next meeting February 4th, 2025, 9:00-10:00 am via Zoom

8. STANDING COMMITTEE REPORTS:

- **Funding Committee: Chair Rhonda/Co-Chair Makenzie (Meets 3rd Tuesday of month 9:00-10:00 am via Zoom)**
 - Financial Summary: Unallocated Funds: \$19,288.25; Actual unspent \$21,242.71
 - We are getting close to the end of the year, usually don't approve funding applications past April. Spread the word that we have funding available.
 - Funding Applications:
 - Peer Support Certification Exam – Jennifer Igo \$125.00: *Motion to Approve-Jenn; Second-Brian; Approved unanimously 7-0*
 - Peer Support Training – Tammy Lemus \$350.00: *Motion to Approve-Ashley; Second-Brian; Approved unanimously 6-0*
 - Next Meeting: January 21st @ 9:00 via Zoom
- **Membership & Communications Committee: Chair Brandy/Co-Chair Brian (1st Wednesday of the month from 9:00-10:00 am via Zoom)**
 - Met earlier this month. Brandy will be sharing the BHC newsletter with Donna to post on website and to Kalli & Taisa for electronic distribution.
 - Rhonda & Sarah will be member spotlight in next newsletter, and information on the ABATE fundraiser will also be included.
 - Discussed advertising with a flyer and Facebook
 - Discussed working on a new digital membership packet
 - Membership Committee is low, discussed needing a minimum of 3 voting members to vote. Brandy will send invite to full membership; anyone can attend even if not officially on the membership committee.
 - Membership Applications:
 - None
 - Next Meeting: February 5th, 2025, at 9:00 am via Zoom
- **Bylaws, Policies, and Procedures Committee: Chair Ashley/Co-Chair Makenzie (Meetings scheduled quarterly or as needed via Zoom)**
 - Makenzie will be facilitating meeting this Friday. Committee will review feedback given today.
 - Next Meeting: January 17th at 10:00 via Zoom
- **Special Projects Committee: Chair Sarah/Co-Chair Erica C. (meets 4th Tuesday of month from 9:00-10:00 am via Zoom)**
 - Next Meeting: January 28th from 9:00-10:00 via Zoom

9. Final Project Reports:

- Final Project Reports-none received

10. Education:

- So-February
- Brandy-March

11. Other Business:

- Reviewed subcommittee membership

- We are very close to minimum attendance and need new members
- Please send subcommittee attendance to Jenn starting with January

12. Open Floor:

- None

13. Important Dates: Listed on Agenda

ADJOURNMENT: The meeting adjourned at 11:14 am. *Motion-Brandy; Second-Brian; all in favor, none opposed*

CFAC Email:

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