

**Region 5 Systems
Consumer/Family Advisory Committee
Meeting Minutes
May 12, 2026 9:30 am – 12:00 pm via Zoom**

CALL TO ORDER: 9:35 am

- **Welcome/Introductions**

- **ROLL CALL:**

Members Present: Samantha Benda, Erica Craig, Makenzie Crew, Kurt Lockard, Kaila Melby, Dorothy Miles, Ashley Morin, Jenn Nelson

Members Absent: Brandy Nichols (Excused)

Region 5 Consumer Specialist: Taisa Brumagen

Non-members Present: Lukasz Kula, Whitney Short, Sara Becerra, Stephanie Stoneking

Quorum established (7 of 5 needed at Roll Call)

- **Housekeeping:**
 - Meeting rules
- **CONSENT AGENDA ITEMS:**
 - Agenda-May 12, 2026:
 - No additions; *Motion to Approve-Kurt; Second-Samantha; passed unanimously*
 - Minutes-April 14, 2026:
 - No corrections/additions: *Motion to Approve-Makenzie; Second-Kurt; passed unanimously*
- **Presentation**
 - None
- **Region 5 Consumer Specialist Report (Taisa):**
 - Taisa is distributing a survey to get participant feedback; please share with participants. She will run two more weeks, then compile data and hold focus groups.
 - Patrick wanted to make sure all funds have been allocated and will be spent. Taisa followed up with Jade and Danielle who assured her that those funds would be spent.
- **Agenda Items:**
 - None
- **EXECUTIVE COMMITTEE REPORT – (Brandy/Vice Chair Ashley) (Meets the 1st Tue. of month 9:00–10:00 am via Zoom)**
 - Reviewed meeting minutes
 - Next meeting June 2nd at 9:00 am via Zoom

- **STANDING COMMITTEE REPORTS:**
 - **Funding Committee: Chair Makenzie/Co-Chair Vacant (Meets 3rd Tuesday of month 10:00-11:00 am via Zoom)**
 - Financial Summary (as of March 31st 2026): Unallocated Funds: \$111.31, Actual unspent \$5,186.31.
 - Funding Applications:
 - BHC additional \$1,000-Erica Craig: *Motion to Approve-Makenzie; Second-Kaila; passed unanimously*
 - Next Meeting: May 19th @ 10:00 am via Zoom
 - **Membership & Communications Committee: Chair Kurt/Co-Chair Vacant: (3rd Tuesday of the month from 9:00-10:00 am via Zoom)**
 - Have several new applications: Sara Becerra, Lukasz Kula, Stephanie Stoneking. We will vote on their membership next meeting.
 - Will put out newsletter in June. Please take a lot of pictures at the BHC to include in the newsletter. Sam and Kaila will be spotlight members. Kurt would also like to include a funding impact report.
 - Membership Applications:
 - Heather Avila: *Motion to Approve-Jenn; Second-Makenzie; passed unanimously*
 - Next Meeting: May 19th @ 9:00 am via Zoom
 - **Bylaws, Policies, and Procedures Committee: Chair Makenzie/Co-Chair Vacant (Meetings scheduled quarterly or as needed via Zoom)**
 - Region 5 returned suggested edits. Committee made recommended changes.
 - Combined Bylaws, Policies, and Procedures into one document to remove redundancy.
 - Updated Funding Procedures to include an allowance for differences in shipping costs.
 - Will review and vote in annual meeting in June.
 - Next Meeting: TBA
 - **Special Projects Committee: Chair Erica/Co-Chair Vacant (meets 4th Tuesday of month from 9:00-10:00 am via Zoom)**
 - Gift bags have been ordered, would like to get together to put bags together on May 31st at 1:00 at the Malone Center. Jenn will make copies of coloring pages. We have a lot of fidgets left to use.
 - Taisa and Ashley will look for donations for raffle, and we also have additional funds we can use to purchase items if needed.
 - 17 people are pre-registered. Jenn has invited CenterPointe AR, is dropping off flyers to Area 41 & the Bridge. Sam, Sara, and Erica offered connections to NAMI. Jenn will reach out.
 - Next Meeting: Will meet after this meeting.
- **Final Project Reports:**
 - None

- **Education:**
 - None upcoming

- **Other Business:**
 - June is annual meeting for approval of Bylaws, Policies & Procedures as well as elections for Chair and Secretary offices. Jenn is stepping down. Several members also need to reapply if they plan to continue on the committee.

- **Open Floor:**
 - None

- **Next meeting:** June 9th, 2026 at 9:30 am

- **ADJOURNMENT:** The meeting adjourned at 10:30 am. *Motion to adjourn-Kurt; Second-Jenn; all in favor, none opposed.*