

## **Consumer & Family Advisory Committee (CFAC)**

Date this meeting: 4/17/18

Date/time/location of next meeting: May 15, 2018, 6:15 p.m. at 185 Grant Street, West End, NC 27376

Attending: Leann Henkel, Stephanie Antkowiak, Loida Colonna, Shirley Hart, Libby Jones, Chris Laughlin, Cindy Mallernee, I. Azell Reeves, Lori Richardson, Irma Robledo

Absent: Stephen Cohen, Ron Huber, Ron Unger, Ashley Wilcox

Excused: Stephen Cohen, Ron Huber, Ron Unger

Unexcused: Ashley Wilcox

Sandhills Center Staff Liaison Present: Anne Kimball

Recorder: Sandra Dunlap

DHHS Representative: CJ Lewis

<b>TOPIC/SUBJECT</b>	<b>DISCUSSION/CONTENT</b>	<b>DECISION</b>
<b><u>Call to Order</u></b> Chair Leann Henkel	The meeting was called to order at 6:22 p.m. by Chair Henkel.	
<b><u>Approval of Minutes</u></b> March 20, 2018	The committee reviewed the minutes from the 3/20/18 meeting.	Cindy Mallernee made a motion to accept the minutes as written Irma Robledo seconded the motion. The motion carried.
<b><u>Annual Review of Provider Training Plan</u></b> Anne Gable	Chair Henkel introduced Anne Gable, Training Coordinator, of Sandhills Center. Ms. Gable presented the annual Sandhills Center Provider Training Plan.	

	<p>There was discussion about the Sandhills Center Provider Training Online Needs Assessment and the process by which provider trainings are selected per fiscal year.</p> <p>Ms. Gable noted suggestions from members and answered questions from the floor.</p>							
<p><b><u>Consolidated Balance &amp; Income Statement</u></b> Leann Henkel</p>	<p style="text-align: center;">Consolidated Balance &amp; Income Statement for: February 31, 2017</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Total Revenues (YTD)</td> <td style="width: 50%; text-align: right;">208,867,216</td> </tr> <tr> <td>Total Expenditures (YTD)</td> <td style="text-align: right;">205,990,945</td> </tr> <tr> <td>Change in Fund Balance (YTD)</td> <td style="text-align: right;">2,876,271</td> </tr> </table>	Total Revenues (YTD)	208,867,216	Total Expenditures (YTD)	205,990,945	Change in Fund Balance (YTD)	2,876,271	
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<p><b><u>Committee Reports</u></b> Leann Henkel</p>	<p><b>Board of Directors:</b> Chair Henkel reported on the most recent meeting of the Board. The CEO's report is included in members' packets.</p> <ul style="list-style-type: none"> <li>• Plans are now underway for a comprehensive care center in Richmond County which will consist of the following: <ul style="list-style-type: none"> <li>○ 24/7 Walk-in Crisis Services</li> <li>○ 23 Hour Observation/Recovery Chairs</li> <li>○ Child 16 Bed Facility Based Crisis Services</li> <li>○ Outpatient/Medication Management</li> </ul> </li> <li>• Board members were collectively photographed. The photo will be posted on the Sandhills Center's website and will be hung in the boardroom.</li> </ul> <p><b>Quality Management:</b> Azell Reeves reported on the committee's most recent meeting.</p> <ul style="list-style-type: none"> <li>• Discussion on credentialing.</li> <li>• Health Network Department will be issuing newsletters.</li> <li>• Customer Service to use Danger to Self and Danger to Others scripts.</li> <li>• PTSD newsletter to be released soon.</li> <li>• Committee was updated on the happenings of CFAC.</li> </ul> <p><b>State CFAC:</b></p>							

	<p>Lori Richardson gave a report on the committee's most recent meeting.</p> <ul style="list-style-type: none"> <li>• May 22 is the date for the State CFAC Advocacy Day.</li> <li>• Local CFAC's sent in talking points and State CFAC voted on the most prevalent points to be presented to the State.</li> <li>• State CFAC has developed a brochure with mission and other pertinent information about the State CFAC.</li> <li>• DHHS now has sign on incentives to increase the candidate pool for state jobs and improve staff retention.</li> <li>• DMH DHHS' employment engagement survey had a 96% response rate.</li> <li>• Secretary Cohen has asked for legislation on how we move forward but she has not received direction.</li> <li>• NC Community Programs will longer appoint a seat on State CFAC.</li> <li>• State to Local CFAC call will be April 18; Azell Reeves will presenting on behalf of Sandhills Center CFAC.</li> </ul>	
<p><b><u>CFAC Member Announcements</u></b> Leann Henkel</p>	<ul style="list-style-type: none"> <li>• CFAC members encouraged one another to stay in contact with their legislators.</li> </ul>	
<p><b><u>Staff Liaison Announcements</u></b> Anne Kimball</p>	<p>Ms. Kimball made the following announcements and reviewed the handouts in members' packets.</p> <ul style="list-style-type: none"> <li>• Strategic Plan: Ms. Kimball announced that the CFAC meeting would reconvene directly after the formal meeting at Sandhills Center's administrative office to complete the Reduce Childhood Trauma End Domestic Violence project.</li> <li>• Members were encouraged to attend May's meeting, which will be the kick off for the GAPS Analysis Needs Assessment survey.</li> <li>• Recruitment: continue recruiting for CFAC membership (Harnett, Moore, Anson) and offer suggestions to the committee or to directly to Ms. Kimball.</li> <li>• Lee County breakfast will be April 27; those who would like to attend will need to fill out and submit a training request form.</li> </ul>	<p>Members gathered at Sandhills Center's corporate office in West End and displayed a banner and pinwheels for the Reduce Childhood Trauma, End Domestic Violence project sponsored by Sandhills Center CFAC.</p>

	<p>Committee Member Meeting Packet:</p> <ul style="list-style-type: none"> <li>• CFAC April 2018 Meeting Agenda</li> <li>• Unapproved Minutes, March 2018</li> <li>• Consolidated Balance and Income Statement</li> <li>• CEO Report</li> <li>• 1915 (b)/(c) Medicaid Waiver Operations Report</li> <li>• Lee County Dashboard 2018</li> <li>• Sandhills Center CFAC Status Report: January – March 2018</li> <li>• Sandhills Center CFAC Annual Perception Survey for Meeting Statutory Responsibilities</li> <li>• Community Engagement &amp; Empowerment – Annual Local CFAC Self-Evaluation Questionnaire</li> </ul>	
<b><u>Other Business</u></b>	There was no other business.	
<b><u>Speakers from the Floor</u></b>	CJ Lewis, representative of the DHHS Community Engagement Team announced the NC TIDE conference will be held in Wilmington, NC this year. A newsletter will be produced quarterly; members were asked to forward any input to him. He distributed the SWOT analysis for members to review.	The SWOT analysis/evaluation will be discussed at the June meeting.
<b><u>Adjourn</u></b>	The meeting adjourned at 8:15 p.m.	Cindy Mallernee made a motion to adjourn. Chris Laughlin seconded the motion. The motion carried.