

January 12, 2006  
CFAC Minutes

In attendance: Leslie Matthews, Marcus Matthews, Megan Jones, Gwyn Edgell, Janet Sowers, Judi Hummel, Shira Belovicz, Virginia Hill, Dan Herr, Edward Wright, Liz Ryan, Rhonda Allen, Anne Jackson, Allen D., Cheryl Russ, Bradley Barnett, Ellen Perry, Heather Nash, Steve Furman, Chris Chambers, Ken Perry, Kent Earnhardt, Judy Batten, Billie Guthrie

Introductions were made. Passaround folder and service definition folder was started.

Minutes were approved with no changes.

Dan informed that the OPC Board put the Comprehensive Service Agency RFP on hold in December. Judy reported that during Tuesday night's OPC Board meeting (Jan. 10<sup>th</sup>), the Area Director asked the board to approve asking the proposers to redo their cost proposals and reflect the new enhanced service definitions instead of the current services. At the same time, OPC will continue to assess the viability of running services. There was further discussion of regionalized UR functions and the potential of OPC providing services. Judy also handed out a document entitled Responsibilities and Relationships Among UR/UM Entities, Local LME's and Providers. Dan reviewed the drafted orientation packets, including the code of conduct and selected CFAC accomplishments from the past year. Dan asked that folks look over the code of conduct and bring suggested changes to the next meeting. Ellen indicated that there had been past discussions about the code of conduct and that CFAC had made changes. She will look for the revised version. Ellen also recommended that we add the weather policy to orientation packet and Judy suggested that we add a list of acronyms/abbreviations. Enclosed in the orientation packet is also a list of OPC Board meetings and CFAC meetings. Rhonda requested that CFAC members, particularly subcommittee members be timely informed of changes in dates/times of board meetings. Judy will ensure that planners are informing subcommittee members and Billie will send out an email notice when she is made aware of any changes in meeting dates/times. Dan explained that over the past year, his first year as chair, CFAC has been gathering information and getting to know OPC in order to lay the groundwork for making recommendations and advocacy. Dan encouraged folks to start thinking about goals for upcoming year.

Billie reported on the composition of CFAC membership. Diverse disability groups are represented but there is not a good balance of representation from all three counties. There was discussion about ways to promote participation from members in Person and Chatham. Ellen suggested that CFAC advocate for transportation to members travelling from Person and Chatham. It was concluded that members will share CFAC flyers (Judi volunteered to put flyers at PCC) and OPC staff will share flyers with various community collaboratives and interagency councils. Billie reviewed the Hennike Memo from September, regarding Hospital Downsizing Community Capacity Expansion Allocations. With assistance from Judy, Billie explained that the Division is curtailing any expansion dollars because utilization of hospital beds has spiked. OPC has used its community capacity expansion dollars to provide facility-based crisis and walk in crisis services (daytime and nighttime) through Freedom House. An intensive group home has also been developed and is currently serving consumers being discharged from long-term hospitalization. Billie discussed Division Communication Bulletin #51, the drafted Cultural and Linguistics Competency Plan, explaining the concept of cultural competency and discussing some of the local implications of implementing such a plan. Judi noted that much of the plan is similar to system of care principles. It was also noted that

many of the desired outcomes are not easily measurable. Billie briefly mentioned that Communication Bulletin #52 indicates that service definitions have been approved. The implementation date will be March 20, 2006. There was much anticipation regarding the impact of new service definitions. Dan suggested that next month, we invite OPC planners to speak to CFAC about new service definitions and answer CFAC questions. This was supported with no dissent. Judy reported that the planners are currently working on overview documents regarding new service definitions and these will be sent out to CFAC upon completion and prior to the next meeting.

Allen reviewed the year to date budget and made a motion to postpone the vote on the remainder of the peer support start-up funds until February. This was seconded by Cheryl and Rhonda and supported with no dissent. Ellen reminded that she also sent out a list of funding opportunities that may be appropriate for peer support. Billie will follow up and send to PAI if applicable. Billie noted that there is an attached training and conference calendar and encouraged folks to review the calendar and inform Allen and Billie if you have interest in attending a specific conference or training. There may be a need to transfer some funds to training so we will need a clear picture about folk's interests before making any final votes on the budget. After Billie introduced a memo from OPC's finance department that provided clarification regarding OPC's financial responsibilities regarding consumer and family stipends and reimbursements, there was some discussion about history of CFAC decisions regarding the budget. Judy reviewed the section of the memo that further explains OPC's obligation to comply with government auditing requirements. Members may use their stipends to pay for any cost that they've incurred and receive reimbursement for mileage. There was a request for additional clarification about whether a person can receive a stipend for attending a training or conference. Judy and Billie will follow up with finance department.

There was a brief state CFAC update provided by Ellen. Leza Wainwright reported that CMS did not approve the DD therapy service definition. The State CFAC began working on their recommendations for the State Plan. Some of their recommendations include: integration of services, services for DD population, new best practice documents for DD population and publishing evidenced based practices.

Judy provided a status report regarding OPC's transition plan. There were no bidders for the Early Intervention Program in Chatham County so there has been some discussion with schools about taking over this program. The RFP's for all three clubhouses have been awarded and due diligence work is being completed.

Edward gave a presentation about the work of Peer Tree and the PSI subcommittee. He presented a piece of wood that illustrates the work of Peer Tree. The core of their work is tactile and physical, which can be very powerful. Some examples include carving, applying paint, and applying gold leaf. To date, they've made twenty frames and have monthly business meetings and workshops. They have collectively developed a vision statement, which Edward read aloud. Others members of Peer Tree read their own personal vision statements. Edward also reported that the PSI subcommittee, which is responsible for planning the annual peer support conference, has been meeting and plan to meet twice a month through February. The group has been focusing on the purpose of this conference. The group has embraced the idea of broadening the idea of peer support to include other community organizations such as women's support groups, the bio-fuel advocacy group, the Care and Discernment group, Rape Crisis Center, youth groups, homeless support services and in this way embracing other forms of peer support outside of the mental health

community. The idea emerged to have a conference that would be an opportunity for individuals that have directly benefited from peer support to share their stories and the opportunity to hear people speak about the personal impact that peer support has had on their lives. Rhonda added that the conference will address the nuts and bolts of peer support, that is what do groups of people actually do to create peer support.

The Consumer Advisory Committee video was shown and was met with enthusiasm from the group.

Dan queried the group about interest in serving on a subcommittee to review bylaws. Because there was limited interest expressed, Dan asked folks to look over bylaws and let Billie know if there are particular issues that we could discuss at the next meeting.

The group spent the remainder of the meeting brainstorming about particular issues that concern members, particularly regarding the recent approval of service definitions and mental health reform changes. Dan and Virginia will compose a letter on behalf of OPC's CFAC, which will include the concerns of our CFAC. The issues put forth by members included:

- PSR service definitions,
- CBS services for developmentally disabled-the service is rehabilitative,
- DD consumers are afraid of losing staff,
- No detox centers in Chatham,
- Limited substance abuse programs in Person,
- Limitations on multiple services, ex. ACTT and PSR
- All providers have to be endorsed in a short period of time and cannot be paid until they are endorsed-how to get people trained and/or hire qualified people in time
- Hiring, training and endorsement in short period of time
- Short time to implement new service definitions;
- Abrupt changes (March 19<sup>th</sup>-one set of services/providers and March 20<sup>th</sup> a different set of services/providers)

Edward requested sending out the discussion documents, which was previously mentioned by Judy and currently being prepared by planners, to spark thoughts. Billie will send this out and all responses, which members would like to be included in the letter to the Division, will be due to her by Monday, January 30<sup>th</sup>.

The following agenda items were agreed upon for the February meeting:

- Planners to present about service definitions
- Goals and Activities for upcoming year (OPC is drafting a gas analysis, which will be sent out before the next meeting and will be brought to the next meeting in order to have CFAC's assistance in prioritizing)
- Introduce potential provider monitoring activities