

# CFAC Meeting Minutes

## January 11, 2007

**Present:** Virginia, Dan, Pam, Allen, Bradley, Steve, Heather, Edward, Ellen, Marcus, Leslie, Anne, Michael B. and Michael N.

**Guest:** Vincente

**Minutes:** The minutes of the December meeting were reviewed. Ellen provided clarification that "Money Follows the Person" is a Federal bill, but in N.C. there is no bill yet, which is the reason that the petition is being circulated. A motion was made, seconded, and carried to approve the minutes as amended.

### **REPORTS**

**Update from CFAC Chair:** Virginia informed CFAC members that the annual Legislative Breakfast would take place on Saturday, January 13 at the Friday Center.

**Update from OPC CFAC Liaison:** Michael N. drew CFAC members' attention to a job opportunity with "Peer to Peer," and Ellen provided more details on this initiative.

#### **Update from State CFAC Liaison:**

- Michael B. recommended that the CFAC needs to focus on member recruitment, and suggested that perhaps establishing a sub-committee would be one way to work on this issue.
- He also reminded members that the Rules Commission for MH/DD/SAS was seeking input on rules and that CFAC could have an impact if there were issues of concern. One of those identified had to do with the service definition for Psychosocial Rehabilitation (PSR), which is limited in its view of what a PSR program actually does. Michael B, Virginia, and Ellen agreed to work on a letter to the Rules Commission following this meeting.
- Michael also distributed some forms to assist the CFAC in developing a CFAC/LME Action Plan, designed to ensure that the CFAC functions in accordance with HB2077. Michael N. agreed to share the forms with OPC's Management Team. Edward suggested having someone from the Dispute Settlement Center facilitate a meeting to help CFAC develop a strategy for working on the "Action Plan." CFAC members agreed this was a good plan. This would likely need to be scheduled for the March meeting.
- Michael B. announced that he was being reassigned and would no longer serve as the Division Liaison to the OPC CFAC. He will be here next month to introduce his successor, Suzanne Bellian.

#### **New Business:**

*Change in CFAC Meeting Schedule.* Due to conflicts with the schedules of some of the County Commissioners, the OPC Board has had to move their meeting to the 2<sup>nd</sup> Thursday of the month. Therefore, CFAC explored options for alternative nights for this meeting, as well as the possibility of keeping the same meeting schedule and seeking an alternate space for the meeting. After much discussion it was agreed to move the meeting to the 3<sup>rd</sup> Thursday in February and in March. This will provide an opportunity for CFAC members to try out this new schedule for a couple of months before making the change permanent.

*Local Business Plan.* Due to the change in meeting nights for both CFAC and the OPC Board, concerns were expressed that the OPC Board would need to approve the Local Business Plan (LBP) before CFAC members had an opportunity to review it and provide their input. Dan suggested that perhaps the OPC Board could vote to give the LBP tentative approval, pending its review by CFAC members. Michael N. agreed to mail the LBP to all CFAC members as soon as

it becomes available, to give them as much time as possible to review it prior to the next meeting. CFAC members requested that Judy Truitt and a member of the Board come to the February 15<sup>th</sup> meeting in order to provide CFAC with the Board's perspective on the Plan.

*PSI Budget Request.* Allen reported that the PSI Sub-Committee had recommended delaying the budget request until a later meeting in order to have time to develop a more accurate, detailed budget for the next PSI Workshop. The \$500 previously approved will be sufficient to cover stipends for PSI Sub-Committee members for the foreseeable future.

### **Old Business:**

*Quality Management Committee Appointments.* Michael N. reported that both Pam and Rhonda had been appointed to this committee. He extended the committee's thanks to Ellen for volunteering to serve if needed, but the Quality Management Committee has a few current members who have expertise in her disability area.

*Relational Agreement.* Michael N. distributed a draft Relational Agreement that Michael B. had shared a few months ago to give CFAC members something out of which to base discussion. Members asked about the last Relational Agreement and Michael N. agreed to find it and distribute it to members following this meeting. Michael B. helped explain the purpose of the relational agreement as a document that defines how the CFAC and LME interact and communicate. He asked whether this CFAC would want, for example, a seat on the OPC Board. Members did agree that this was important, and preferred a voting membership over an *Ex Officio* seat on the Board. It was suggested that the CFAC Chair become a voting member on the LME's Area Board. Michael N. agreed to pass this request on to OPC's Management Team. He reminded members that HB2077 also defined membership requirements for LME Boards, so it was not clear during this evening's discussion whether OPC's Board could honor this request. CFAC members requested clarification over the composition of the OPC Board, as well as a list of its members.

### **Proposed Agenda for February Meeting:**

Review of and comment on the Local Business Plan.  
Continued discussion of the Relational Agreement if time allows.