

CFAC Meeting Minutes

December 18, 2008

Present: Virginia, Leslie, Gwyn, Diane, Cheryl, Allen, Linda, Ken, Bradley, Heather, Vicente, Marcus, Suzanne, and Michael

Guests: Tommy and Laci

Minutes: The minutes of the November meeting were approved.

REPORTS:

Update from CFAC Chair: Virginia had no report this evening.

Update from OPC CFAC Liaison: Michael announced that OPC's mileage reimbursement rate was based on the federal rate, which was being reduced to 55 cents/mile due to the decrease in the price of gas. As a result, the OPC reimbursement rate for mileage will drop 3.5 cents/mile starting in January. He also pointed out that the Pass Around Folder included information and registration materials for the NC Partners in Policymaking Leadership Training for People with Disabilities and Their Families. Applications will have to be postmarked by 12/31/2008, so he will mail out copies tomorrow for anyone who requests them. Finally, Michael provided an update on the status of the Division requirement that OPC submit a plan of correction regarding continuity of care requirements. He noted that the Division disagreed with OPC's position that a plan of correction was not needed because we were being held to a standard that was different from those contained in our contract with DMH/DD/SAS. However, the Division did agree to accept supporting documentation from OPC regarding consumers who were seen following discharge from the state hospitals, but whose service did not result in a paid claim (e.g., consumers whose outpatient services were covered by county funds). Care Management staff are currently compiling this data for submission to the Division. Michael noted that he would bring the information to CFAC next month.

Update from State CFAC Liaison: Suzanne reported that the other four LME's who fell below the statewide average for the care coordination function would also be allowed to present additional documentation. But she added that the Division's expectation was that consumers would be seen in a therapy appointment or some other service, not simply a screening for service eligibility. Suzanne also shared that she had given Michael a summary of Governor-Elect Perdue's Transition Advisory Group Session on MH, DD, and SA Services. Michael will make copies for all CFAC members. She also reported that Gov. Easley has required a 5% budget reduction. The LMEs have already determined where 3% of those cuts will come from, and the Division is dealing with the other 2%. Suzanne said it was likely this would have to come out of service dollars, and this would total approximately \$21 million. Finally, she reported that Governor-Elect Perdue had asked Secretary Benton to remain in his position for a transition period.

NEW BUSINESS:

Nomination of CFAC Officers

Michael reminded members that new officers would need to be elected at the January meeting. Both Steve and Gwyn are eligible to remain as Treasurer and Secretary, but CFAC would need to elect a new Chair and Vice Chair. Leslie indicated that she was not interested in being nominated for the position of Chair, though many members encouraged her to reconsider. No

one else expressed interest in this position, though Diane said she would be interested in serving as CFAC Treasurer.

Discussion followed about the duties of various officers. Virginia mentioned that the Chair represents CFAC on the Area Board. Michael said that this was actually not required by either CFAC or Area Board By-Laws, so CFAC could decide to have someone other than the Chair as their representative on the Area Board. He also reviewed the duties of each position as outlined in the CFAC By-Laws:

- the Chair is primarily responsible for facilitating CFAC meetings;
- the Vice-Chair performs the Chair's duties when he or she is unavailable;
- the Secretary reviews the meeting minutes prepared by the staff liaison; and
- the Treasurer develops the annual CFAC budget and prepares financial reports as requested.

Members discussed whether there were other duties that officers could take on, such as having the secretary taking notes and minutes. In years past, the Secretary and Liaison both took minutes of CFAC meetings.

Cheryl suggested that it could be useful for CFAC to get assertiveness training, which could help members feel more confident in taking on leadership positions or running for CFAC offices. Since CFAC was unable to determine nominees for all of the positions, Edward agreed to head up a nominating committee. Cheryl, Heather, Allen and Steve all agreed to work on this committee. They will contact members between now and the January meeting, and then present a slate of nominees for a vote during the January meeting.

Review of OPC Mission Statement and Code of Ethics

Michael pointed out that members had a copy of these documents in their packets for this evening's meeting. There have been some minor revisions to the Code of Ethics since it was last approved, primarily to make the language clearer in the sixth bullet. These documents will be presented to the Area Board in January, so OPC would like input from CFAC before the Board gives final approval. CFAC members reviewed both documents and made the recommendation that OPC include a revision date. Michael will bring this recommendation to Lynne Hamlet before the January Board meeting. Apart from this recommendation, CFAC had no concerns and members had positive comments about both documents.

Pinehurst Conference Report

Ken reported that it was a good conference. He was able to interact with other CFAC members from around the state and learned that there is a lot of diversity among the different CFACs. He attended a QMHP training track.

Diane reported that she learned about juvenile justice treatment programs, and also attended a session regarding the complaint process. People with complaints would begin by discussing their concerns with their providers, and then go to the LME if it cannot be resolved. The Division also has an Advocacy and Customer Service office.

Leslie said she was touched by some comments made by Verla Insko on behalf of Beverly Perdue. She reported that the Governor-elect has a grandchild with mental health issues, so she would likely be an ally to this community. Leslie also attended the session on juvenile justice programs and learned that they will be involving the parents more in classes.

OLD BUSINESS:

WRAP/Peer Support Training

Michael received information from Bo Simms at Meridian regarding trainings they can provide. They offer WRAP training, as well as training to become a WRAP facilitator. Both of these trainings can be brought to this area. They can also come here to offer Peer Support Training, to help persons prepare to get a job as a Peer Support Specialist. Ken said he is interested in learning how to become certified as a trainer for Peer Support. The information sent by Meridian

does not address this, so Michael agreed to follow-up with Bo Simms to find out what would be required.

CFAC Member Binder Suggestions

Michael reviewed the contents of the binders and noted that there are a couple of empty sections. He asked whether there were specific things that CFAC members would like to see added to the binders. Heather indicated it would be useful to have some blank paper for notes. Another suggestion was to include a blank calendar that members could use to keep track of upcoming events.

COMMITTEE REPORTS:

AQIC

Since neither Pam nor Rhonda were present this evening, Michael reported that AQIC had reviewed and suggested a few revisions to the Mission Statement and Code of Ethics that CFAC looked at earlier in the meeting. Also, AQIC reviewed some of the performance data from the Progress Indicators Report that is included in the Pass Around Folder.

OPC Area Board Sub-Committees

These Committees did not meet during the month of December, as there was no meeting of the OPC Area Board.

PSW (Peer Support Workshop)

This Committee did not meet in December. They are scheduled to resume meeting in January. If anyone is interested they should contact Edward or Michael.

PSC (Peer Support Center)

This Committee will bring the survey to CFAC next month for distribution among providers.

Holiday Celebration

CFAC members ended the formal meeting early and enjoyed a short celebration of the holidays.

Proposed Agenda for January Meeting:

- Election of Officers