



Tuesday, March 28, 2023

Consumer and Family Advisory Committee- Orange  
550 Smith-Level Rd Carrboro, NC 27510  
(Hybrid Meeting via Microsoft Teams)  
5:30pm- 7:00pm

**APPOINTED MEMBERS PRESENT:** ☒ Steve Furman- Chairperson ☒ Paula Harrington ☒ Allen Dittmer ☒ Carol Conway- Co-Chair  
☒ Candace Alley ☒ Krista Caraway ☒ Linda Shipman ☒ Kate Shipman ☒ Stanley Cotton ☒ Kent Earnhardt

**BOARD MEMBERS PRESENT:**

**GUEST(S):** ☐ Suzanne Thompson-NCDHHS ☒ Margaret Champion

**STAFF PRESENT:** ☒ Ramona Branch, Member Inclusion & Outreach Manager ☐ Aimee Izawa- Director Community & Member Engagement  
☒ Douglas McDowell, Member Inclusion and Outreach Specialist-Orange County ☒ Dr. Aalece Pugh-Lilly-Sr Director Community Health & Well Being

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AGENDA ITEMS:	DISCUSSION:	NEXT STEPS:	TIME FRAME:
1. <b>Welcome and Introductions- 10 min</b>	Douglas McDowell initiated introductions, followed by greetings and introductions from the rest of those in attendance and those participating virtually. Ramona Branch explained the new format of the agenda and reasons for the change, i.e., time constraints and orderly progression of meeting.	NA	NA
2. <b>Review of the minutes- 5 min</b>	Minutes corrections-add missing names, Kate Shipman, Margaret Champion-Guest, Kent Earnhardt. Steve Furman motioned for the minutes to be approved, minutes seconded by Carol Conway, and unanimously approved by committee members. No member from the state present for updates.	NA	NA

Draft minutes may be submitted with the monthly Board packet. Minutes will be approved by this Committee at a later date; minutes approved on [Click or tap to enter a date..](#)



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3. Public Comment-10 min	Margaret Champion expressed her confusion about the inability to be an official member due to conflicts of interest, i.e., her clinical position at Carolina Outreach in Durham. Stanley Cotton asked about what was being done for those who were either homeless, or in danger of being homeless. Carol Conway and Douglas McDowell shared about the success of the Orange County OTC Med Giveaway Med Assist Event-Carol was able to offer assistance-03/16 -03/17/2023: 9am-2pm Passmore Center-103 Meadowlands Dr, Hillsborough, Nc. Carol Conway expressed frustrations with the funding request process and inquired about having contact and connection with all CFAC chairs and co-chairs.	NA	NA
4. Speaker: 15-30 min	Ramona and Aimee spoke about the use of this space of time for educational opportunities-workshops-informational as it applies to the organization and/or NCDHHS-related changes and updates. Laurie Williamson, Orange county's SOC coordinator will be using this time at next month's meeting in April to explain what her department does in conjunction with CFAC business and answer questions from members.	Ensure members have a copy of information related to "systems of care".	Next meeting
5. State Updates- 10 mins	There was no state representative from NCDHHS present at this meeting		
6. Reports- 15 min BOD, Steering Committee, State to Local, State CFAC Conferences, Trainings, etc.	Ramona spoke again on the use of this space of time and related topics. Steve Furman shared a couple of quick updates regarding the last steering committee meeting, what could be done to improve CFAC meetings, discussed leaderships positions, possibly visiting other CFAC meetings to see what they do in their own meetings. Aimee Izawa discussed CFAC terms in detail and stressed the importance of each CFAC member meeting the required criteria for consideration of membership. The applications are going to be edited accordingly to ensure each applicant is screened and meeting the new standards for CFAC membership. This will be discussed in much greater detail at the upcoming steering committee meeting in April. Allen Dittmer shared about a few members he was aware of that had likely ran over their terms. Stanley Cotton inquired about getting a name badge after becoming a member, on third consecutive meeting attended.	NA	NA
7. MCO Updates 10 min	Aimee Izawa shared updates as it relates to Alliance Health's budget retreat, offering an updated number for the remainder of the fiscal year. Aimee explained details about specific costs associated with operating all of Alliance's CFAC's and how it impacts the bottom line each fiscal year, i.e.,	NA	NA

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	stipends, food, retreats, conferences, etc. Kent Earnhardt asked about how the money is disbursed among the counties, and whether there was a specific number pre-set for each county. Ramona will review during the next steering committee presentation in April about updated CFAC shirts.		
<b>8. Statutory Requirements and Recommendations 15-30 min</b>	Ramona shared about how best to utilize this space of time in the new format and what the focus should be with the time allotted. The statutory requirements are as follows: (1) Review, comment on, and monitor the implementation of the contract deliverables between area authorities and the Department of Health and Human Services. (2) Identify service gaps and underserved populations. (3) Make recommendations regarding the service array and monitor the development of additional services. (4) Review and comment on the area authority budget. (5) Develop a collaborative and working relationship with the area authority's member advisory committees to obtain input related to service delivery and system change issues. (6) Submit to the State Consumer and Family Advisory Committee findings and recommendations regarding ways to improve the delivery of mental health, intellectual and developmental disabilities, substance use disorder, and traumatic brain injury services, including Statewide issues.	NA	NA
<b>9. Announcements</b>	Douglas McDowell touched on the upcoming "Be Well" event, April 11 <sup>th</sup> at the Orange county DSS parking lot, encouraging CFAC members to spread the word and support however they could. There will be a more involved event coming up in May that CFAC will be more invested in, with expectations of support and assistance from CFAC members. Douglas brought up the fact that Steve Furman's time as Chair had expired and the seat would need changing at next meeting. Steve recounted the date he assumed the position of chair and understands how the process is supposed to work.	Meeting with CFAC members to go over ways they can support upcoming events.	Ongoing-April-May-October 2023
<b>10. Adjournment</b>	Steve Furman made a motion to adjourn, Carol Conway seconded, and all remaining members unanimously agreed	NA	NA

**ADJOURNMENT:** the meeting adjourned at 7:00 p.m.; the next meeting will be April 25, 2023, from 5:30 p.m. to 7:00 p.m.