



Monday, August 14, 2023

**CONSUMER AND FAMILY ADVISORY COMMITTEE - REGULAR MEETING**  
**Durham County**  
(virtual meeting via videoconference)  
5:30-7:00pm

**APPOINTED MEMBERS PRESENT:**  Vandna Munshi,  Victoria Chibuogu Nneji,  Latasha Jordan,  Dave Curro,  Brenda Solomon,  Chris Dale,  Pinkey Dunston,  Regina Mays,  Charlitta Burruss

**GUEST(S):**  Suzanne Thompson, DHHS,  Herb Trippert, Trosa,  Cynthia Harris,  Alexis N

**STAFF PRESENT:**  Ramona Branch, Member Inclusion and Outreach Manager;  Aimee Izawa, Director of Community and Member Engagement;  Victoria Mosey, Member Inclusion and Outreach Specialist

**ZOOM MEETING INFORMATION:**

<https://zoom.us/j/9316164497>

Meeting ID: 931 6164 4497

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• +1 646 931 3860 US

- 1. WELCOME AND INTRODUCTIONS (5 mins)** – the meeting was called to order at Regina Mays at 5:03pm.
- 2. REVIEW OF THE MINUTES (5 mins)** – The minutes from the June 12, 2023, meeting were *not* reviewed due to technical/administrative error. Minutes to be reviewed during the next CFAC meeting on 09/11/23; N/A: a motion was made by [Click or tap here to enter text.](#) and seconded by [Click or tap here to enter text.](#) to approve the minutes. [Choose an item.](#)

| AGENDA ITEMS:                      | DISCUSSION:   | NEXT STEPS: | TIME FRAME: |
|------------------------------------|---|-------------|-------------|
| <b>3. Speaker: 30 mins-1hr</b>     | <i>Celebration of Tammy's Membership</i><br>- <i>Tammy had an unexpected family issue and CFAC will re-attempt the celebration in an upcoming meeting.</i>  |             |             |
| <b>4. State Updates: 5-10 mins</b> | Suzanne Thompson<br>- DHHS was not present, and Ramona indicated she would follow-up with DHHS for clarity about the monthly CE&E newsletter, reviewing that she hadn't received one this month.<br>- Aimee sought clarification if anyone attended the recent presentation by Kody Kinsley, which Dave Curro and guest, Cynthia, verified. It was reviewed that he discussed the typical topics he's recently been discussing during other meetings, such as the importance of increasing wages for Direct Support |             |             |

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|   | <p>Professionals and Certified Nursing Assistants, the Governor’s budget, the hope to get more slots for those on the Innovations Waiver, and Medicaid expansion – which now has an unclear start date. It was noted that Cynthia brought up concern that many CPSS jobs require the CPSS have a driver’s license and car, also reviewing the gap between trained CPSS available for employment versus ones being able to get employment in the field. It was noted DHHS would look into this further.</p> <ul style="list-style-type: none"> <li>- Regina indicated that she attended a dinner on Saturday with Governor Cooper and Senator Woodard there, where similar topics were addressed, with parties being unable to identify a date for Medicaid expansion roll out, sharing concern regarding employment for Certified Peer Support Specialists (gap between available, trained CPSS and open CPSS positions unwilling to accept workers) and with appropriate pay.</li> <li>- Aimee reported that there has been an announcement by Sandhills and Eastpointe MCO in several news outlets indicating desire to merge MCO’s to have enough participants so that they could qualify as a Tailored Plan. It’s noted that DHHS Secretary Kody Kinsley would need to approve this merger, and hasn’t done so at this time, reviewing that Alliance was under the impression that the state wanted to get down to 4 total MCO’s with plan for other MCO’s to absorb the counties from Eastpointe and Sandhills MCO equally. There has been no official determination by the state at this time.</li> </ul> |             |             |
| <p><b>5. Reports (BOD, Steering Committee, State to Local, State CFAC, Conferences, Trainings, etc.): 15 mins</b></p> | <p>Regina – Steering Committee updates</p> <ul style="list-style-type: none"> <li>- Steering Committee Election Updates: It’s noted that Marie Dodson has been elected as the CFAC Steering Committee Chair, with Alicia Jones being elected as the CFAC Steering Committee Co-Chair.</li> <li>- It was identified that Marie was requesting the contact information of CFAC members. It was brought to the group to see if they’d be open to this, and Pinkey indicated that she didn’t want her information shared, but all other members were open. Aimee and Ramona clarified that they were under the impression Marie only wanted local county CFAC chair and co-chair contact info. Regina indicated she would follow-up.</li> <li>- State CFAC loved the Alliance CFAC annual report. It received high praise.</li> </ul>   |             |             |
| <p><b>6. MCO Updates: 10 mins</b></p>   | <p>Aimee/Ramona:</p> <ul style="list-style-type: none"> <li>• Committee Appointees- Global Quality Management Committee seat</li> </ul>   |             |             |

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|               | <ul style="list-style-type: none"> <li>• It was reviewed that any designated CFAC member appointed to the Global Quality Management Committee would receive a stipend for attendance, noting that if they are there filling a general slot, any prospective stipend would come from the Board of Directors. It was identified that Ramona could provide an application for the position alongside a review of the committee expectations and goals.</li> <li>• CFAC Retreat Tentative Date- September 22 or 23               <ul style="list-style-type: none"> <li>○ Potential Presentation on Advocacy &amp; Strategic Planning</li> <li>○ Either day is planned to be from 10am-4pm, pending vote of the CFAC Steering Committee.</li> <li>○ Aimee indicated the plan for the morning would be focused on advocacy, with the plan to have the afternoon focused on a strategic planning session with all CFAC members to work on determining lead/important topics, drill down to core goals for Alliance, and creating SMART goals for each local CFAC and its members to work on.</li> <li>○ Guest, Cynthia, indicated that Anna Ward, UNC Director of Inclusion with the Carolina Institute for Developmental Disabilities, might be an appropriate speaker for the topic of advocacy.</li> </ul> </li> <li>- Code of Conduct</li> <li>- Stipend Document</li> <li>- Aimee/Ramona indicated that both the code of conduct and stipend addendum have already been sent up to the state for review. It's noted that the Code of Conduct mirrors the Code of Conduct the Board of Directors follows and has gone through the compliance and health literacy departments. It is not allowed to be distributed until state approval is received.</li> <li>- Alliance has received state approval on the updated CFAC Member Application and Attestation Form. CFAC and Alliance staff agreed that it would likely make sense to try and get the approved forms for the Code of Conduct and Stipend Document approved first, so that all updated documents could be provided in a packet at once when individuals are re-applying to be a CFAC member. Aimee indicated that she would try to speak with DHHS Suzanne Thompson to see if they could get a quick</li> </ul> |             |             |

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|   | <p>turnaround for the remaining documents in hopes that all CFAC members could receive this updated packet of forms during the CFAC retreat.</p> <p>MIOS Victoria:</p> <ul style="list-style-type: none"> <li>- Recap of June CFAC event: waiting on exact numbers from Ashley Bass-Mitchell, SOC staff running primary point for the event. It was indicated that it is possible the meal vouchers weren't used for the event, and this funding could possibly be refunded to CFAC. Aimee indicated she would follow up with this concern.</li> </ul>  |             |             |
| <p><b>7. Statutory Requirements and Recommendations:</b><br/> <b>15-30 mins</b></p> | <p><b>FOCUS for FY 23-24</b></p> <ul style="list-style-type: none"> <li>- <i>Review Durham Charter for updates/adjustments.</i></li> <li>- To be reviewed during the next CFAC meeting, prior to CFAC Strategic Planning</li> <li>- CFAC Training Plan: policy of 2 conferences/people per fiscal year per county max. Victoria expressed interest in attending the In-Person Duke Caregiver Community Event, but was not aware of the return to policy of only approving 2 events for 2 CFAC members per fiscal year. She felt the local CFAC should collectively decide whether an event would be beneficial to the group. All present CFAC staff reported they thought it would be beneficial to have someone go to this. Victoria indicated that if it were between this and the i2i conference, she would rather go to the i2i conference. Regina and Alliance staff reviewed that CFAC members frequently get scholarship or volunteer opportunities for events like this, noting that they may even have some free slots to use at the i2i conference since CEO Rob Robinson is on the Board of Directors of i2i. Regina indicated that she is attending a conference in Wrightsville, and was able to go for free by being a panelist. Aimee indicated that Alliance could look into seeing if the MCO could sponsor the event, if it seems appropriate, reviewing that sponsors some times get free registration slots, or can work an exhibitor table and check on some presentation as time allows. Aimee/Ramona/Victoria will look into possible sponsorship for the Duke In-Person Community Caregiver event.</li> </ul> |             |             |

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|               | <ul style="list-style-type: none"><li>- Discuss primary area of concerns for the community – where does our focus need to be? Where can we make greatest impact? CFAC Event: ideas? Upcoming Events?</li><br/><li>- Regina indicated upcoming events in September for Recovery and Suicide Prevention month. She noted that housing remains a large priority for the Durham community. She suggested the possibility of having a provider recognition day or vendor collaborative day for community members to gain information about resources.</li><br/><li>- Aimee identified Mecklenburg CFAC recently hosted a hybrid event at a school/virtually for parents and teachers to attend to learn more about the 1915i waiver, with 40 people attending, and Q&amp;A available with the state. Aimee mentioned that there is also a documentary about a NC individual with a developmental disability experiencing difficulty with finding staff for the services he was approved for, reviewing that it could be a good opportunity to provide a screening and talking points through the DD council. Several CFAC members agreed that these would be interesting ideas to consider further. Dave reported that his son recently lost his worker in July after working with him for 7 years, reviewing the staff moved to VA. He indicated that Reality Ministries would likely be willing to host this screening. Guest, Cynthia, mentioned that she only recently got a worker, reviewing that she's had ongoing issues with the worker seemingly avoiding responsibilities and work.</li><br/><li>- Dave indicated that it would be nice to have two events during the year, one in the fall/winter and one in spring/summer.</li><br/><li>- Concern was raised by Victoria of the structure of the CFAC meetings, noting that statutory requirements are listed lower on the agenda, deprioritizing their primary roles, and should be the core of their work. Dave recommended moving it right after the state updates. Regina agreed that we could try moving around the agenda items for a good fit. It was reviewed that it would be important to get speakers to adhere to the time limit and focus on having any designated speaker providing contact information for any questions that run over time. It was identified that MIOS Victoria, Aimee, Dave, and Regina would plan to review the monthly agenda ahead of time to highlight statutory requirements being addressed in each meeting, reviewing it's likely CFAC is meeting them without intentionally</li></ul> |             |             |

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|  | <p>doing so, noting that several things discussed that day in this meeting would meet criteria.</p> <ul style="list-style-type: none"> <li>- Dave indicated desire for another needs and gaps assessment. Ramona indicated that she and manager Lakeisha has repeatedly been trying to get response from the staff (Carlyle) that historically conducting the Needs and Gaps Assessment with the community, and he has been mostly unresponsive, but once indicated to them that the same reporting is not required for the Tailored Plan. Ramona noted that State CFAC has recently been emphasizing the importance of network adequacy reporting. State CFAC also sends out an annual report around needs and gaps. It was identified that this is why Alliance has been trying to have Kate Peterson and Robbie to meet with CFAC regularly to discuss new services. Aimee indicated she would additionally attempt follow-up with Carlyle and a data analyst assigned to Community Health and Wellbeing, Albert, who may be able to pull statistics that could be compiled into a report that could be presented.</li> </ul> <p><b>IF TIME ALLOWS:</b></p> <p>(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.</p> |             |             |
| <p><b>8. Public Comment: 10 mins</b></p> | <p>It's noted that Charlitta is running a campaign for Durham mayor and cannot engage with CFAC in the interim. Senator Woodard is also running for Durham mayor, noting that he has already been involved with City Council and Duke Health. Regina emphasized the importance of voting in the upcoming election, reviewing that this ultimately impacts the funding we receive for the populations we serve.</p>  |             |             |

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|                         | Regina indicated that she's involved with an organization called Families Moving Forward that will be hosting an event with all the candidates in the upcoming month to specifically discuss homelessness and mental illness. |             |             |
| <b>9. Announcements</b> |   |             |             |
| 10.                     |   |             |             |

**ADJOURNMENT:** Dave moved to adjourn and it was seconded by Pinkey. The suggested next meeting will be September 11, 2023, at 5:30 p.m.

DRAFT