



Monday, October 09, 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

**GUEST(S):**  Suzanne Thompson, DHHS,  Alexis N,  Cynthia Harris,  Marie Dodson – CFAC Steering Committee Chair

**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

Dial by your location

• +1 646 931 3860 US

- 1. WELCOME AND INTRODUCTIONS (5 mins)** – the meeting was called to order at 5:39pm by Regina Mays.
- 2. REVIEW OF THE MINUTES (5 mins)** – The minutes from the September 11, 2023 meeting were reviewed; a motion was made by Dave Curro and seconded by Pinkey Dunston to approve the minutes. Motion passed unanimously.

AGENDA ITEMS:	DISCUSSION:	NEXT STEPS:	TIME FRAME:
<b>3. Public Comment: 5-10 mins</b>	<ul style="list-style-type: none"> <li>- Regina Mays encouraged members to vote tomorrow, noting that this impacts things like the recent vote on Medicaid expansion, and all matters impacting the populations we serve and the services they receive. She mentioned people should encourage others to vote as well.</li> <li>- Regina mentioned her recent participation in National Night Out with MIOS Victoria Mosey in a “high targeted area,” being able to have the school community there, have conversations about the violence in the community, and support an individual with his intake for services with TROSA. The individual was able to connect to care through hospitalization at Duke.</li> <li>- Regina reported that there was a recent stabbing at Northern High School, reinforcing that CFAC can be seen as a support for others in CFAC for dealing with these kinds of events as they occur. Aimee Izawa identified that she knows Wake County has School-Based Care Coordination at the schools, but knows</li> </ul>		

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	<p>that is not currently in Durham, reviewing that she is aware that they have compiled a crisis guide for teachers to use, and she could work on getting this information to send out to Durham Public Schools. She mentioned that she would also speak with the manager of special populations, Eric Johnson, regarding crisis collaboration and System of Care involvement.</p>		
<p>4. <b>State Updates: 5 mins</b></p>	<p>Suzanne Thompson</p> <ul style="list-style-type: none"> <li>- It was identified that the DHHS representation was not present on the call, with CHWB supervisors indicating that members should refer to the CE&amp;E email update sent out by DHHS each month, as those are the topics usually covered. Regina Mays and Dave Curro expressed concern about lack of state attendance, reviewing it might be worth while to email the state regarding their lack of participation. MIOS Manager Ramona Branch indicated there is likely short staffing and other obligations preventing their attendance, reviewing that the state has regardless requested a section be left for them in the meeting agenda.</li> </ul>		
<p>5. <b>Reports (BOD, Steering Committee, State to Local, State CFAC, Conferences, Trainings, etc.): 10-30 mins</b></p>	<ul style="list-style-type: none"> <li>- Vote on prospective new members (Cynthia H, Alexis N)*</li> <li>- <i>Cynthia H and Alexis N were unexpectedly unable to attend. Additionally, each prospective member will need to complete the CFAC Membership Application and have it reviewed prior to CFAC vote.</i></li> <li>- Regina/Dave: Board Updates, Steering Committee</li> </ul> <p>Visiting CFAC Steering Committee Chair Marie Dodson reviewed that the most recent Steering Committee meeting mostly reviewed CFAC business and attempting to get clarity on CFAC finances.</p> <p>Dave Curro identified they are wanting visibility of funding for CFAC so that they can better portion CFAC funds. Dave identified that he spoke with the CFO at the recent Board meeting regarding the CFAC budget concerns he had, and discovered it was “not what it used to be,” reviewing that it didn’t seem to increase with the addition of Orange and Mecklenberg counties. Director of Community and Member Engagement Aimee Izawa indicated that the budget had been increased to adjust to the inclusion of Orange and Mecklenberg counties, but that this was done the year prior, and there were no adjustments made afterwards and no cuts to this year’s funding. She noted that the last determined budget was a “guesstimate” of the financial needs of CFAC. Dave expressed concern about the amount of inflation and how that impacts the available funding. Regina expressed concern over the</p>		

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	<p>lack of visibility about the budget, even at the Steering Committee level, reviewing that she has never had this experience, even in other volunteer positions, where you had no access to, or visibility of, the budget. Aimee identified that she would follow-up to try and get a number to review or report out, with hope that she will be able to get a breakdown of funds used. She noted she already filed a request for this, but will follow-up again. Dave sought clarity if it could be discussed in the next leadership meeting, which Aimee confirmed.</p> <p>Dave identified that the recent Board meeting was a short meeting, mostly spent on reviewing the state budget presentation, with Brian attending – giving the same CFAC briefing report, and Dave reporting back to the board about the recent CFAC Retreat. They are waiting to see the state budget to hit in order to determine how to apportion funds. It was reviewed that CFAC meeting notes are typically two months behind in getting to the Board as they need to allow time for all CFAC meetings to occur in a given month, and then have these notes approved, before they can compile all the CFAC local sub-committee meeting minutes at the end of the month.</p> <p>- Discussion on any exiting members and related procedures Regina was able to speak with former CFAC Member Charlitta Burruss, who confirmed that she would be stepping down from the group entirely in order to attend to personal matters. It was noted that other members have stopped attending or are not engaged in attending events in the community. Regina reviewed the types of community meetings she attends on a regular basis, noting that Vandna also attends some, and sought clarification if any individuals wanted further involvement in other meetings (SCFAC, CFAC State to Local, community collaboratives, etc). No other interest was reported.</p> <p>Regina sought clarification if CFAC should pursue formalized letters to provide individuals upon end of their membership, noting that Alliance only provides formalized messaging for those ending their full 3 terms for CFAC, not for those who are choosing to leave for other reasons earlier. She expressed it would be good to have a cordial, professional message to thank them for their service. Aimee mentioned that Alliance has some form letters available in development for other situations ending membership, but noted that each of these documents would need to be reviewed and approved by the internal health literacy position, as well as the state. It was noted that informal emails could be sent thanking individuals for service, in addition to thank you cards to be purchased and signed by CFAC</p>		

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	<p>members. It was identified that no further contact would be made with Charlitta per her request.</p> <p>Brenda experienced connectivity issues during the meeting, and later reported to MIOS Victoria that she has been attempting meetings in regards to the aging population, homeless population, and nutrition for public health, reviewing that she is open to reporting back about engagement with those meetings and discussing CFAC during them. Brenda indicated that she would also be open to community events where she can sit at a table, noting limited mobility. She expressed interest in getting rack cards to hand out while she is out in the community.</p> <ul style="list-style-type: none"> <li>- Discussion around periodic in person involvement? Regina acknowledged there have been some concerns vocalized about the return to community engagement events in light of COVID concerns, but that members made a commitment to engage with the community as part of becoming a CFAC member. She requested that any members identify any barriers or concerns around in person involvement. There was no response, and Dave encouraged individuals to think on it and report back the following month. Regina indicated that "it is not okay to receive a stipend for services not provided," reviewing that she wants to make sure CFAC funds are used for appropriate purposes, noting that some individuals may need to re-evaluate their memberships and contributions if they feel they are unable to effectively engage with the community at this time. MIOS Victoria noted that individuals could also engage with the community through phone calls and attendance at virtual community meetings. Dave noted that part of the expectation around community involvement is for them to talk to their communities about CFAC and recruit new members, in addition to serving as the voice of the community. MIOS Victoria will provide individuals with CFAC rack cards as requested.</li> <li>- <b>Reminder:</b> Code of Conduct and Stipend Attestation Signed</li> <li>- Any CFAC report-in: events, conferences, trainings Dave indicated interesting in having a schedule of important upcoming trainings sent out to assist with planning use of CFAC funds. It was noted that the budget retreat is in March, and this would be focused on more then, with Alliance fiscal year running from July-June each year. Dave noted that the Board pays for his conference attendance. Regina sought clarification if there was CFAC interest in any upcoming conferences. She reviewed that she recently attended a conference at NCCU and was able to have her fees covered and represent</li> </ul>		

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	<p>CFAC through their financial offerings. Vandna indicated that there is the upcoming I/DD Summit in Chapel Hill this upcoming Saturday that should provide good information. It was identified that people would need to register to attend virtually. Dave reported that Carol, Orange CFAC member overseeing the event, reported that people can show up in person even if it says it's sold out on the site. Aimee indicated that Alliance sponsored this event. Alliance staff Sara Wilson and Ann Oshel will be presenting regarding Alliance's involvement with addressing housing needs. It was reviewed that Carol has a regular email address list for anyone interested in regularly being updated about I/DD concerns.</p>		
<p>6. <b>MCO Updates: 5-10 mins</b></p>	<p>Aimee/Ramona:</p> <ul style="list-style-type: none"><li>• NC Medicaid Expansion updates</li></ul> <p>Aimee noted that the state recently just published a toolkit regarding Medicaid expansion and how to talk to members about all these new changes, noting an increase in population that will be served, utilization of Medicaid funds vs. limited state funds, and helping people get connected to Medicaid. Aimee noted that they have a meeting on Thursday to discuss next steps and strategize community response and provide supports around this.</p> <p>Aimee noted that the RUN/Innovations Dashboard has been posted by the state, reviewing that it provides county by count data. It was discussed by Aimee, Dave, and MIOS Victoria that the state does apportion slots based on the highest need/longest waitlist counties, but that these are still limited. Dave reports that 350 slots are authorized. There is a 17,000 person waitlist for services. It's noted that individuals are moving to other counties in order to access services quicker. Dave noted that he recently went to a NC Assistive Technology Conference, and spoke with Disability Rights regarding the Samantha R settlement, and "they just laughed" regarding the RUN (Registry of Unmet Needs), noting that they are now 2 years in the 10 year settlement that is supposed to clear that waitlist. It was reviewed there are ongoing discussions between Disability Rights NC and NC DHHS on how to feasibly do this, with politics creating issues in approach as well. Regina indicated that it might be helpful to do another legislative day to</p>		

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	<p>address this. Dave reported that SCFAC oversees this, and Ramona indicated that it occurs in March of each year.</p> <ul style="list-style-type: none"> <li>• CFAC Stipend Companion Document</li> <li>• Youth Advisory Committee – Regina asked for an update regarding this concern, and Aimee noted that Alliance is still waiting on state approval for documents submitted regarding this committee.</li> </ul> <p>Victoria:</p> <ul style="list-style-type: none"> <li>• Nonprofit Outreach                      Regina indicated that she would like to more diversity in the Durham CFAC in terms of ethnicity as well as representation for Alliance populations served – TBI, I/DD, SUD, MH. She noted this feels particularly important with Medicaid expansion happening, and she wants to ensure there isn't a blind spot/oversight. She expressed interest in possibly reaching out to the Autism Society of NC. MIOS Victoria reviewed that nonprofit outreach efforts thus far have focused on engagement with El Futuro/El Centro in order to engage the Hispanic population, with Regina attending, and create further collaboration between entities. CFAC members were encouraged to think of other entities it'd be helpful to reach out to and collaborate with for this person.                      Post-meeting, Brenda informed MIOS Victoria that she feels street outreach would also be helpful, noting that she attends neighborhood events at Holloway St. and can hand out pamphlets there, as she feels like that area is a high Medicaid population.</li> </ul>		
<p><b>7. Statutory Requirements and Recommendations:</b>  <b>50-60 mins</b></p>	<p><b>EVENT PLANNING FOR FY 23-24</b></p> <ul style="list-style-type: none"> <li>- Discuss upcoming conferences and any potential interest (see above)</li> <li>- CFAC Budget – being intentional with funds (see above)</li> <li>- Proposed Event Ideas:                             <ul style="list-style-type: none"> <li>o Town Hall</li> <li>o Medicaid Enrollment event: Host at Urban Ministries/Homeless Shelter: Medicaid Worker, Enrollment Broker, Ombudsman                                      Regina mentioned interest in having this as a CFAC event at a homeless shelter, reviewing that she has already reached out to Urban Ministries and a Shelter Aboard member in Durham to discuss potential coordination with this Medicaid enrollment event. It's estimated that 600,000 people will join Medicaid. It's noted CFAC would need to set a</li> </ul> </li> </ul>		

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	<p>day, coordinate with the library and DSS workers, even if its after December 1<sup>st</sup>, knowing that not everyone will be pushed through to Medicaid by then. Regina reports that she left a message with the DSS supervisor to see if their attendance is a possibility or not due to short staffing. It was reinforced that this would be important due to all the Medicaid changes coming and the significant amount of individuals that are uninsured.</p> <ul style="list-style-type: none"> <li>o Resource fair with cross-service vendors (I/DD, TBI, MH, SUD)</li> <li>- Possible free event venues: Reality Ministries, UNC, Durham Co. Library, Durham Tech, etc.</li> <li>- Podcast proposal: follow-up</li> </ul> <p>It was identified that Aimee would like CFAC to come up with a proposal better explaining the purpose and intent of the podcast before presenting it to the CFAC Steering Committee and then Alliance leadership. Dave expressed interest in possibly having this be an adhoc committee other CFAC members could attend. It was identified that Aimee, Dave, and MIOS Victoria would arrange a meeting to discuss the podcast proposal, with Regina as a passive participant. No one else expressed interest in joining.</p> <p><b>STATUTORY REQUIREMENTS:</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>		

**ADJOURNMENT:** Dave Curro moved to adjourn and it was seconded by Vandna. The suggested next meeting will be November 13, 2023, at 5:30 p.m.

Draft minutes may be submitted with the monthly Board packet. Minutes will be approved by this Committee at a later date; minutes approved on 11/13/2023.

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DRAFT