Joint Consumer and Family Advisory Committee  
and I/DD Advisory Committee Meeting  
CenterPoint Human Services  
Approved Minutes for August 20, 2012  
CenterPoint Board Room  
5:30 PM

**CFAC members present in the Board Room:** Tim Blake, Eddie Zuber, Kimberly Autrey, Bill Donohue, Guiomar Navarro (also w/ I/DD Advisory committee), Janet Childress  

**Members present via speakerphone:** Julie Whittaker  

**Members absent:** Reid Penn, Monica O'Dell, Ricky Graves  

**I/DD Advisory Committee Members present in the Board Room:** Guiomar Navarro, Matt Potter, Sarah Potter  

**LME Liaison present:** Penny Casto  

**LME Staff present:** Jeff Payne, Kathi Perkins  

**LME Board Liaison present:** Jan Spencer  

**Division Liaison present:** Stacey Harward  

**Welcome and Announcements/Call to Order:**  
Kimberly called the meeting to order at 5:37PM. All members and guests introduced themselves individually. Approximately twenty guests attended the meeting including several residents of Rouse's group home.  

**Public Comment:**  
— Raymond Key: voiced concern that not enough people in need are receiving services, specifically, his son has been placed on a waiting list for services  
— Keith Vestal: requested that the CFAC "help us," citing cuts to his day program/transportation  
— James Moore: reinforced what Mr. Vestal stated  

**Self-advocate reports:**  
— Jaime Woolard: said that more funding is needed for services  
— Jeremy Donohue: reported that his book club finished *Treasure Island* and will be starting *King Arthur* soon
Approval of minutes: A quorum was present. Bill Donohue moved that the committee approve the draft minutes for May, June, & July with the correction of the spelling of Stacey Harward's name. Tim Blake seconded and the committee passed the motion.

Report on CFAC and I/DD Advisory Committee Advocacy at the Forsyth and Rockingham County Commissioners' meetings: Bill Donohue reported that approximately 75 concerned citizens attended the August 13 Forsyth Board of County Commissioners meeting out of which about fifteen actually spoke. The commissioners made no decisions during the meeting. Debbie Woolard reminded advocates that the Board has not approved the loan to CenterPoint, so there is still time to advocate. Tim Blake noted that a poll by the Winston-Salem Journal from the meeting reported 65% of those polled supported the loan. Nancy Severt added that it is important to call and email commissioners to express support for the funding. Jeff Payne clarified that administrative costs are entirely separate from service costs. Therefore, funds freed up from either column cannot be shifted to the other.

Reports from grant recipients: A new form was introduced for requesting grants and suggestions were solicited for possible changes to the form. It was also suggested that funds used for food at committee meetings could be shifted to services, e.g., books for the book club. The CFAC passed the proposed form. Tim requested that the CFAC regularly receive the budget report for its meetings in the future as was the previous practice.

CFAC QI report: Tim Blake pointed out in the quarterly report that complaints had decreased with 87 submitted and 83 resolved without requiring investigation. He also noted that CPHS is working hard to do more with less funding and that CFAC participation is very important.

Clinical Advisory Committee report: Eddie Zuber reported the majority of the discussion was over Clinical Practice Guidelines required to be available for consumers and providers on the CPHS website. The consensus was that pre-existing guidelines developed by other groups, e.g., the American Academy of Child and Adolescent Psychiatry, should be chosen, rather than CenterPoint “reinventing the wheel” and developing its own guidelines. Dr. Palmer Edwards will carry this feedback back to the Clinical Services Work Group Subcommittee on Guidelines which first met in May 2012.

LME Liaison Report:
— Fourth Quarter Report: Penny Casto presented the CenterPoint 4th Quarter report and reviewed some of the content.
— Penny relayed a request by Kathy Cunningham for about $150 for transportation to the National Peer Support Specialist Conference in Philadelphia this fall. CFAC agreed to defer a decision until the appropriate form is completed and will then render a vote via email.

Julie asked about a scholarship of $250 for peer support training and Jeff Payne and Tim responded these funds could also be requested.
— Penny submitted 3 documents related to CenterPoint's Cultural Competency Plan for review and approval by the CFAC. Bill expressed concern that more time was needed for adequate review of these and other materials on the agenda for approval. Jeff Payne suggested Ad Hoc subcommittees could review the documents. Penny and Tim agreed to review the cultural competency items.

— Review and approval of the Provider Operations Manual was deferred.

— Penny also presented four brochures for enrollee education on the Medicaid waiver and Eddie agreed to meet with her to review those materials ad hoc.

— Report on Community Forums: Jeff Payne explained that because unfunded state mandates have necessitated CenterPoint seeking financial support from the counties it serves, community forums were held in each of the four counties. Jeff reported the meetings were well attended, especially by the I/DD community.

Network Development Plan overview: Kathi Perkins reported that the plan is largely involved with credentialing and when Kimberly asked about the progress of that process, Kathi stated that it is going well, although gradually.

Comprehensive Training Plan overview: Kathi also briefly discussed that a lot of this plan would involve training on the LOCUS and CaLOCUS computer systems.

Division Update: Stacey Harward stated there have recently been a number of personnel changes at the division and that she would email this information soon. Bill asked Stacey if the state CFAC is checking on the status of funds to be returned to the counties.

New Business: none

Adjournment:
The meeting adjourned at approximately 7:40PM.

Respectfully submitted,
Eddie Zuber