

**Consumer Family Advisory Committee (CFAC)
Minutes
August 3, 2009**

CFAC Members, Disability Represented

Hermann Bennhausen
Emmanuel Edwards
James Henry
~~Colleen Kilsheimer~~
Execused absence
~~Joe Kilsheimer~~
Execused absence
Debbie Kolesar
Robyn Duff, SA
~~Tammy Harrington~~
~~Latasha Jordan~~
David Smith
~~James Dan Shaw~~
Execused absence
Samruddhi Thaker
Sharon Youse

The Durham Center Liaison to CFAC

Carla Alston (Director of Consumer Affairs)

The Durham Center Staff

Vivian Harris (Compliance Officer)

NC DHHS MH/DD/SAS Representative

Eric Fox (MH Program Coordinator, Advocacy & Customer Service Section)

Guests

Phil Golden
Nancye Bryant

NOTE: When a CFAC member or LME or State Representative is absent at the meeting, draw a line through his/her name.

Start Time 5:31pm

CFAC Agenda Item	CFAC Discussion, Conclusions, Recommendations	CFAC Action, Follow-up	Person Responsible
Meeting Called to Order, Samruddhi Thaker, CFAC Chairperson	Round table introductions. Phil Golden attended to check CFAC out with interest of becoming a member. Robin is looking into more SA members. One individual had showed interest but not present at this meeting. CFAC is looking at recruiting from all areas for well representation. Nancye has a suggestion for SA member recruitment but will see how things will go with TROSA recruitment. Robyn volunteered to look into it more.		CFAC
Approval of Minutes	Hermann did not get email with meeting minutes. There were discussions of getting minutes out to committee for		CFAC

	review prior to meeting. Circulate ahead of time. Nancye suggested reviewing minutes and approving next time. June and July minutes for approval in September.		
Membership List	Look at list and updated roster. 13 members with breakdown at the bottom. 1 SA member and we want more representation. Emmanuel term has expired and he has not attended several meetings. If people are interested in being a member. Look at term and make sure everyone term start July 1. (Motion to approve CFAC Roster) CFAC members' death was discussed. Eric (State) comment on member with more than one disability based on equal representation for members. The goal is to have it at 1/3, 1/3, 1/3 but SA across the state is low. Update members phone numbers.		CFAC
Stipend	Form W-9 is in the envelopes to fill out if member wants to get a stipend.		CFAC
Extend the meeting time	Chair proposed extending the meeting by 15 minutes by a show of hands to see if the CFAC can extend the meeting. Robyn looked into space availability for the meeting. Meeting time was extended, meeting will be from 5:15 pm to 7:15 pm.		CFAC
CFAC By-Laws			CFAC
Relational Agreement	Was not discussed at this meeting, scheduled for September meeting. Members were asked to review this document and come prepared with comments at the September meeting.		
Committee Reports	No committee reports available on this date.		
Next Meeting	September 14, 2009 5:30 to 7:15 pm at TROSA.		