

**Consumer Family Advisory Committee (CFAC)  
Minutes  
May 5, 2008**

**5H**

<b>Members Present:</b>	Jane Spanel	<b>Members Absent:</b>
Joe Kilsheimer		Amelia Thorpe
Debbie Kolesar		Robin Duff
Colleen Kilsheimer	<b>LME</b>	
Sharon Youse	Carla Alston	
Emmanuel Edwards	Vivian Harris	
Barbara Smith	<b>Rob Robertson</b>	<b>Guests:</b>
Virginia Jones	Monica P	Samruddhi Thaker
Hermann Bennhausen	<b>State Staff:</b>	David Smith
Nancye Bryan	Susan Belliame	

**Start Time 5:32**

<b>CFAC Agenda Item</b>	<b>CFAC Discussion, Conclusions, Recommendations</b>	<b>CFAC Action, Follow-up</b>	<b>Person Responsible</b>
Introductions	CFAC Change Sharon/Address/Spelling		
Crisis Plan	Presentation/Hand-outs-PowerPoint		Rob Robinson
Mystery Caller	Handouts(Response sheet)		Monica Portugal
CFAC Training	Handouts ( Gap analysis) Joe want a copy of focus group feedback to agencies		Joe K
	The law does not specific how CFAC is to Participate in monitoring which should be CFAC is on QI committee by looking at data and commenting on it.		
	CFAC was a part of the budget retreat. Joe has drawn up an annual plan for CFAC. State CFAC did the survey last time and there is room for comments	See handouts	

LME Review

CARF Accreditation

Vivian

Looking about DEC/JAN for an on site review. The Division wants all LME to go through accreditation.

Have Doug change website listing with Sharon being chair and change it to Joe.

DRAFT