

**Piedmont Consumer & Family Advisory Committee Meeting Minutes**  
**November 15, 2016**  
**4855 Milestone Avenue, Kannapolis, NC 28081**

<b>Committee Members</b>	<b>Voting Member Present = P Absent = A</b>
CFAC Chair – Beth Albrough	P
Vice Chair – John Hufton	P
Jean Andersen	P
Pam Cobb	A
Tiffany Earnhardt	A
Jeff Euto	P
Rick Hibbett	P
Dora Hufton	P
Jake Plue	P
Beverly M. Morrow	P
<b>LME/MCO and State Staff</b>	<b>Non- Voting</b>
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Manager <b>Name:</b> Brandy Stephens	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Director <b>Name:</b> Jane G. Clark	Absent
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Senior Community Executive <b>Name:</b> Reid Thornburg	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> Member Engagement Specialist <b>Name:</b> Monica F. Johnson	Present
<b>Agency:</b> Cardinal Innovations Healthcare <b>Title:</b> IDD Care Coordination Manager, Southern Region <b>Name:</b> Beth Monaco	Present
<b>Agency:</b> Division of Mental Health, Developmental Disabilities and Substance Abuse Services   NC Department of Health and Human Services, Community Engagement & Empowerment Team <b>Title:</b> Mental Health Program Coordinator <b>Name:</b> Eric Fox	Absent
<b>Guests</b>	<b>Non-Voting</b>
None	N/A

**I. Call to Order & Introductions** **Beth Albrough**

**II. Consent Agenda and Minutes Approval** **Beth Albrough**

Reid found a typo and requested this revision. John made a motion to approve the revised September minutes. Rick made a 2<sup>nd</sup> motion, and the motion to approve the minutes carried.

**III. Old Business** **Beth Albrough**

Getting Plugged In: Beth asked if anyone had made steps to get plugged into their communities. Jean shared that CFAC needs to be functional, visible and valuable. Beth asked folks to get to their Community Partners meetings, County Commissioner meetings, etc.

Members had a brief discussion about the budget and received the Year to Date Budget handout. Beth requested that CFAC members bring to the January CFAC meeting, a list of conferences and workshops that members want to go to next year and costs of such.

**IV. NC DHHS Updates & State CFAC Update** **Eric Fox**

Eric was not here today. No one from CFAC had attended the State CFAC meeting. Beth requested that someone attend this or call into these meetings. Jean and John shared that they would do this going forward and provide a summary to Piedmont CFAC.

**V. Cardinal Innovations Health Updates**

- Quality Improvement Program
- Business Plan

**Jane Goble Clark & Brandy Stephens**

Brandy gave a brief overview of the documents above. Members were asked to more thoroughly review them, since there was not enough time to cover this during the meeting. Jean pointed out that many families do not know about Cardinal in the Piedmont area, and they do not know how to get started. Brandy referenced that we now have available the “Did You Know Cards” which were created for the Union County Schools to hand out at IEP meetings, etc. Jean said that Stanly Exceptional Children’s Services need more education on Cardinal. Follow up items include:

- ✓ Brandy was asked to find out from the ACCESS department how callers are hearing about Cardinal and see if there is any data on this.
- ✓ CFAC would like to hear a brief presentation from Community Engagement, and especially their Community Partners meetings. They would like to meet this team if possible. Monica having formerly been on the Community Engagement team was able to provide some education about the team. Brandy will share feedback with Community Engagement and see if their Manager, LaShay Avery, or someone from her team can join us in January. A suggestion was also made to have these meetings in the evening or weekends, as during the day doesn’t work well for most families.

**VI. New Business**

Overview of Waiver Changes (handouts below)

**Beth Monaco (IDD Care Coordination Manager)**

- Comparison: Current Waiver & 2016 Amendment  
<https://www.cardinalinnovations.org/docs/comparison-current-innovations-waiver-and-amendment-20160929.pdf>
- Service Definitions <https://www.cardinalinnovations.org/docs/innovations-services-at-a-glance-20160801.pdf>

- FAQ- Individual Budgeting Tool <https://www.cardinalinnovations.org/docs/individual-budgeting-tool-fqs-20160916.pdf>
- Individual Budgeting Tool

Beth shared the handouts (above) with CFAC and gave an overview of the new Waiver changes. These documents and related others are on the Cardinal website at <https://www.cardinalinnovations.org/nc-innovations-waiver/upcoming-changes/resources>. Some of the discussion points included:

- CAP- C and CAP-DA: The basic difference of the Waiver CAP C is a child waiver and CAP – DA is an adult waiver. These waivers are not managed by Cardinal Innovations, but by the local health departments. They are often more medically based.
- Beth walked through the “At A Glance” document primarily while members asked question. Great discussion ensued.
- Beth Albrough Beth requested that there be an Innovations Waiver Changes Subcommittee to look at the impact of the Waiver. Beverly Morrow will participate in this subcommittee, as well Jean.

## **VII. Action Steps**

**CFAC Members**

Handouts: CFAC Annual Checklist & Updates on 6 Statutory Tasks  
Annual Action Plan

Brandy distributed these handouts, but there was not time to discuss them, other than to note that these are areas that CFAC is statutorily required to accomplish.

## **VIII. Recruitment and Membership Efforts**

**CFAC Members**

Beth shared that she had received an email from Debby Brown that she is resigning from CFAC due to work commitments. This is documented in an email from Debby. Members discussed the need for more CFAC recruitment.

## **IX. Recommendations to the Board**

**CFAC Members**

Handout: CFAC Comment Form

Jean and Beverly supplied comments on the new CFAC form which goes to the Community Board and Cardinal Executive Board, as appropriate.

## **X. Comments & Adjourn**

**CFAC Members**

Rick made the motion to adjourn. Jake made a second motion. The meeting was adjourned.

Submitted by:

*Brandy Stephens*

Member Engagement Manager