

**Consumer Advisory Committee Meeting
Minutes
July 17, 2007**

Present: Ackley, Ackley, Ballingall, Barnes, Beckey, Rauth, Snyder,
Thompson, Wilson, Wilson
Staff: Szewczuk, Rawlings
Absent: Berridge; Venable

1. Chairperson D. Ballingall called the meeting to order at 9:30am.
2. No public present to comment at this time.
3. **MOTION** by Beckey to accept the previous minutes dated June 26th.
SUPPORTED by B. Wilson. **MOTION CARRIED.**
4. Additions to the agenda:
 - A. Changing the date of Consumer Advisory Committee
 - B. Talent Show
 - C. Suggestions for further budget cuts
5. Executive Director was not present to report.
6. Snyder reported from the June 28th Board Meeting. Representatives from New Focus attended and voiced their concerns for future of New Focus, and advised how it had affected their lives. Letters from members were given to the Board. Monroe situation was discussed, their June Board Meeting went well, however other affiliate partners are still being asked for assistance. There is a new affiliation strategic plan and balanced scorecard. Also the Board has asked Consumer Advisory Committee to bring back further suggestions/alternatives for balancing the budget.
7. Diane Ballingall officially turned over the Chairmanship to Bob Wilson. Wilson congratulated Ballingall on the great job she has performed in the past year.
8. Committee Membership. Charles Rauth was officially introduced to the committee members. M. Wilson was elected for one more year and Snyder was elected as Chair Elect at last months meeting.
9. The Sharing Hope Conference on September 26th will be hosting a Talent Show, with the top three from each county participating. Barnes reported that volunteer

judges are needed: Snyder/Beckey/Wilson volunteered. A flier will be posted at various locations to encourage people to participate. Events and Planning Committee, along with Kathy Bennett, will be taking charge of planning and running this event. Kay Ross will be co-coordinating dates with New Focus for Field Day and the Talent Show.

10. There is a need to change the date of Consumer Advisory Committee from the fourth Tuesday of the month to the third Tuesday due to a conflict with another committee. **MOTION** by Thompson to change the date of Consumer Advisory Committee to the third Tuesday of the month beginning in August. **SUPPORTED** by Beckey. **MOTION CARRIED.**
11. Alternatives/Suggestions for balancing the budget.
 - Drop In Center
 - a. Eliminate the guards at Interconnections (Wilson reported that since she has taken over there have been no problems regarding security, no-one has been wandering in from the street, and any internal problems are handled by the Director, who has been backed by the board).
 - CMH Internal Cuts
 - a. If staff cell phones were strictly used for business could the number of minutes, and ultimately the bill, be reduced?
 - b. Can the caseloads for Supports Coordinators be increased?
 - c. Can the number of Supports Coordinators be reduced?
 - d. Can Peer Support Specialists be used to fill in the gaps or provide assistance to the Supports Coordinators?
 - e. Look at consumers whose meds are delivered. Can any of those consumers be given a bus ticket to come and pick up their meds to save on mileage and staff time?
 - f. Can Supports Coordinator Assistants take more than one consumer at a time shopping? Double up on trips etc?
 - g. Reduce the number in administration.
 - New Focus
 - a. Cut staff hours. There is staff there even though there are no consumers present.
 - b. Pursue outside funding and grants.
 - c. Run the clubhouse ourselves, rather than contract through Touchstone.
12. Wilson reported on RCAC. A new Vice Chair from Livingston was elected. Performance Improvement Evaluation survey was discussed. This survey has come from PI Committee and will evaluate consumer involvement in the decision making process locally and throughout the affiliation. Ackley suggested that a glossary of acronyms and abbreviations be circulated to committee members for future reference. It was agreed that Peer Support Specialists could volunteer to

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assist consumers completing the surveys. It was also suggested that Peer Supports Specialists could be used as After Hours assistance. Next RCAC meeting will be in Lenawee on August 8th.

13. Continuum of Care Report. Snyder distributed notes from meeting dated July 10. Szewczuk distributed a homeless resource list and a youth and families resource.
14. Inter-Connections. Wilson reported that the hours have been extended on Fridays to support the people affected by the cuts at New Focus.

The hours now are:

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|-------------------|--------------------|
| Monday – Thursday | 2:00 pm – 5:00 pm |
| Friday | 11:00 am – 5:00 pm |
| Saturday | 12:00 pm – 5:00 pm |
| Sunday | 1:00 pm – 5:00 pm |

There is a new weekend service that runs from Adrian Mall to the movie theater for \$2.50 (Adrian Taxi – Elite Group International). Flier attached.

15. Committee Reports:
 - A. Anti Stigma did not meet. This committee needs a new chairperson. Thompson will consider – Kathy Bennett to give Thompson list of committee members.
 - B. Legislative Committee did not meet.
 - C. Events & Planning will meet tomorrow to discuss Field Day.
16. Conferences & Trainings. There is a consumer conference next Thursday. Five of the seven Peer Support Specialists are going to training on Monday/Tuesday/Wednesday next week.
17. Announcements. NAMI Walkathon free luncheon – flier circulated. New Focus has challenged CMH for the NAMI Walk. RCAC in Lenawee on August 8th. Congratulations to the seven Peer Support Specialists who graduated yesterday. This committee suggests that the board recognize them at the August Board Meeting. Ackley reported on the fundraiser at Hope Center. There was an auction and poker run which raised several thousand dollars for the Hope Center.
18. Reporting to the Board: Earl – July; Todd & Kathryn – August.
19. Agenda items for August
 - a. PI survey
20. Next meeting – August 21st.
21. Meeting adjourned at 11:00am.

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Handouts:

- Notes from Continuum of Care
- Performance Improvement Evaluation survey
- Homeless Resource List
- Youth and Families Resource List
- Shuttle Bus Flier

KS/klr