

Consumer and Family Advisory Council (CFAC) Minutes

Meeting held 2/07/12 in the NTBHA Conference Room

Issues and Concerns:

CFAC Bylaws

- The group reviewed the proposed draft of CFAC Bylaws created by the workgroup formed during last meeting.
- The group discussed the definition of CFAC membership. It was decided that membership is open to NorthSTAR consumers, family members, advocacy groups, providers of NorthSTAR services and NorthSTAR stakeholders.
- The group discussed whether or not the bylaws should include a distinction between members and voting members. The group does not want to exclude members or discourage participation, but would like to ensure that members who vote have participated in meetings and having a working knowledge of the topics. The group decided to include a distinction between the definition of members and voting members.
- A voting member is defined as a member who has attended at least two consecutive meetings. If a member misses three consecutive meetings, voting status is revoked until the member attends two more consecutive meetings.
- Each voting member gets one vote.
- A quorum will be defined as a simple majority of the voting membership present at the time the vote is taken.
- In discussing officers it was decided that the CFAC will have a pair of Co-Chairs. The group will strive to maintain one family member and one consumer representative to serve in the roles of Chair and Co-Chair.
- The group moved and voted in favor of accepting the revised CFAC Bylaws. The CFAC Bylaws will be presented to the NTBHA Board for approval during the March Board of Directors Meeting.

Other Business

- Ashley Zugelter and Randy Dobbs agreed to continue to serve as Co-Chairs for CFAC until election of new officers is held in August 2012.

Agenda Items for Next Meeting

- Discuss and decide on new monthly meeting location.
- Discuss strategies for increased community outreach.