

The Guilford Center Consumer and Family Advisory Committee (CFAC)

Annual Report for 2006-2007

The Guilford Center Consumer and Family Advisory Committee (CFAC), a subcommittee of the Area Board, met monthly during FY 2006-2007, except July and December. Officers were: Rick Hylton, Chair; Ann-Marie Dooley, Vice Chair; Carla Steiner, Finance Coordinator; Libby Jones, Membership Coordinator; Greta Platt, Education Coordinator. Doris Maryland chaired the Nominations Committee to elect officers for 2007-2008.

Highlights of FY 2006-2007:

- Participated in the Request for Proposal (RFP) processes for selection of new contract providers. This involved serving on the initial groups to develop criteria for services, reviewing and evaluating contract proposals, interviews with contractors and final selection of providers who received the contracts.
CFAC representatives participated on the following RFP processes:
 - Substance Abuse Treatment for Adults
 - Homeless Mental Health Housing Initiative
 - Long-term Substance Abuse Treatment Facility
 - Community Capacity
- Held several membership training sessions. Topics were:
 - Substance Abuse (presented by SA Best Practice Specialist)
 - Developmental Disabilities (presented by DD Best Practice Specialist)
 - Mental Health (presented by MH Best Practice Specialist)
 - Transportation (presented by Director of Guilford County Transportation & Mobility Services)
 - Crisis Services (presented by Director of Nursing)
 - Community Support Post-Payment Review Processes (presented by Access/Care Management Manager)
 - SL 2006-142 (presented by the Division's Consumer Empowerment Team Leader)
 - Recovery (presented by Recovery Innovations of N.C., Inc.)
- Attended statewide training events including the 2007 Conference on Child & Adolescent Behavior.
- Ensured Standing Rules were in compliance with S.L. 2006-142.
- Participated in development and approval of the LME Business Plan for 2007-2010.

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- CFAC gave extensive input into the LME Business Plan. Members were provided information on planning for development of the Plan in November 2006, completed stakeholder surveys and suggested goals for the LME in January 2007, received a draft of the LME Business Plan for review in early February 2007, and discussed and unanimously approved the Plan at the February 2007 meeting.
- Attended, on a quarterly basis, Area Board meetings to present information on CFAC activities.
- Continued work with the Guilford Center's Public Information Specialist to update information on the Consumer Corner of the Center's Web site.
- A CFAC member from Guilford was selected to be on the State CFAC.
- A CFAC member from Guilford was selected to serve on the CARF Board.
- Reviewed quarterly LME quality improvement reports.
- Reviewed the budget proposal prepared by the Guilford Center to send to the Board of County Commissioners for their approval.
- Developed, with the Guilford Center's Business Manager, CFAC's budget for 2007-2008. This budget includes funds for dependent care, transportation, meals, training, staff support, supplies and other needs. As in the past, the County Budget Office will issue a separate CFAC cost code, which will allow the committee to track expenses more effectively. A CFAC member serves as the Finance Coordinator for the committee.
- Submitted report(s) to State CFAC as required.
- Recruitment efforts to add CFAC members were ongoing throughout the year. A recruitment letter and membership application was sent to all 100+ Community Partners of the Guilford Center, and an announcement of the membership drive was made at a Community Partners meeting. A new SA Family representative was added as a member, and a new MH Consumer was added as an associate.
- Established a Nominating Committee to develop a slate of officers for 2007-2008.

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- The former CFAC Chair was appointed as Area Board Chair for 2007-2008.