

Consumer Advisory Council
Meeting Minutes
2/16/2023

Location: Admin Small Conference Room/BCRC Upper Conference Room (video conference)

Attendance: Jason Baker, Laila Adamczak, Tana Baker, Karen Nugent, Melissa Schulte, Tim Dougherty.

Guest: CWN Recipient Rights Officer Kate Johnson

Call to Order: Motion to call to order by Jason, seconded by Laila. All in favor. Meeting called to order at 1:02pm.

Review Agenda: Motion to approve agenda by: Karen N., seconded by: Tim B. Majority voted to approve. Agenda approved.

Old Business:

No prior minutes to approve. No old business.

New Business:

- Introductions; meet & greet survey.
- Housekeeping
 - Reviewed comfort contract; nothing to add or remove.
 - Filled out volunteer reimbursement sheets, w-9 forms, direct deposit authorizations, and confidentiality agreements.
- Why we're here/what we do
 - Read & reviewed CAC Guidelines
 - Motion to approve CAC Guidelines by: Laila, seconded by: Jason. All in favor. Guidelines approved.
- What would you like to achieve as a Council?
 - Advocate for victims of domestic violence; raise awareness.
 - Get the word out about what resources/services are available to the community
 - Resource guide
 - Community resource networking event
- What topics would you like to learn more about?
 - Policy/procedure overview
 - Carter (sensory) Bags
- Who would you like to hear from?
 - CWN Executive Director Chip Johnston
 - Benzie Human Services Collaborative
 - Manistee County Human Services Collaborative Body
- Upcoming: drop-in open meetings; Danyal to update drop-in meeting flyers with addresses, get approval to post them in MWC and BCRC.

Other Items: N/A

Adjournment: Motion to adjourn this meeting by: Laila, seconded by: Tana. All in favor. Meeting adjourned @ 2:06pm.

Next Meeting: March 16th @ 1pm – Location: Manistee Friendship Society

Facilitator/Minutes by: Danyal Englebrecht-Blakeslee, Recipient Rights Specialist/Customer Service