



## Community Advisory Committee

Date: Tuesday, December 5th, 2023

Time: 2 pm

Location: Zoom

Meeting Agenda

**Committee purpose:** The Committee's objective is to successfully support the Family Connects North Carolina, Southeastern Region program by providing leadership, community involvement, engagement, and sustainable funding.

**Committee principles:** The Committee collaborates with community partners who seek to ensure the program's success in Cumberland, Hoke, and Robeson Counties. The primary roles are to provide advice and support on decisions affecting the program implementation and sustainability in key areas.

- 1) Determination of Quorum (8 voting members) & Call to Order\*
  - a) Welcome/Chair Comments
  - b) Member Introductions (if applicable)
- 2) Review of and Approval of Minutes\*
  - a) November 7th, 2023
- 3) Program Updates
  - a) Updates on births/visits – 4C Team
  - b) Administrative/Marketing – Mary/Sharon
  - c) Updates from PFC/FC team – Liz
  - d) Other updates
- 4) Community Discussion
  - a) A year in review- strengths, weaknesses, opportunities and threats and the way forward in 2024
  - b) Perinatal Health Strategic Plan from NCDHHS/ Town Hall
    - i) Recap and discussion

- 5) Other Business
  - a) Announcements from committee members
- 6) Adjournment\*

**Upcoming Meeting Dates for 2023-2024:** January TBD, February 6<sup>th</sup>, March 5<sup>th</sup>, April 2<sup>nd</sup>, May 7<sup>th</sup>, June 4<sup>th</sup>

All meetings are on the 1st Tuesday of the month, from 2:00 pm – 3:00 pm.

\* Needs Action    ! Possible Conflict of Interest (Recusals)

Unless otherwise indicated by a symbol above, agenda items are for Information Only

Voting Members		Attended
Aida	Algarin	
Courtney	Masters	
Amy	Navejas	X
April	Oxendine	X
Delores	Long	
Jean	Frye	X
Jennifer	Green	X
Kathya	Gavazzi	X
Terrasine	Gardner	X
Erica	Little	X
Jarold "Tom"	Johnston	
Kathleen	Bloomfield	
Meredith	Gronski	X
Jowana	Clinkscates	
Karelys	Peirea	
Kristin "Bella"	Bautista	
Martina	Sconiers-Talbert	
Michele	Falls	
Shadonna	Headen	
Sharkara	McDonald	X
Sushma	Kapoor	
Rhonda	Dial	
Tiera	Biele	

Non-Voting Members		Attended
Demetris	West	
Nina	Torelli	
Susan	Kornett	

Staff/Contractors		Attended
Cacilie	Glasgow-LeBatard	
Tanisha	McLean	
Rita	Gunter	X
Lisa	Peterson	X
Darryl	Young	
Jasmine	Harris	
Jean	Squire	
Camille	Cano	X
Pamela	Federline	X
Ben	Hughes	X
Von	James	X
Sharon	Moyer	
Lakia	Washington	X
Rhiannon	Chavis-Wanson	
Jessica	Lowery	X
Mary	Sonnenberg	X

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
1) Determination of Quorum & Call to Order* a) Welcome/Chair Comments b) Introductions	The scheduled meeting of the Community Advisory Committee was held via Zoom on November 7 <sup>th</sup> , 2023. Terrasine was present and determined quorum and welcomed committee members. Determining a quorum (8) was present, Terrasine called the meeting to order at 2:03 pm and welcomed all the committee members.	Called to Order  None	None  None
2) Approval of Minutes* a) Minutes from September 5, 2023	Terrasine called for review and approval of the October 3 <sup>rd</sup> , 2023, minutes. Erica Little needed to be added to the attendance. Minutes passed with that amendment.	Minutes Passed with changes.  Approved	None

3) Program Updates		None	None
a) Updates on births/visits – 4C Team	<p>Lisa updated that:</p> <p>Lisa updated that as visits began in October of 2021, 2,835 visits have been completed, of those, 579 were home visits, and 2,256 were telehealth visits. 49 cases are open and still being worked by the nurses, 146 are pending, total engaged families is 3,030, and the referrals completed have been 9,280. 4C has filled the nurse supervisor role that was vacant when Cacilie left and Tanisha McLean has taken over and will be doing visits and some supervisory work. 4C is currently fully staffed.</p> <p>Families will be incentivized to receive services from Family Connects with a complimentary baby bundle and gift card upon visit completion to assist in boosting completion rates.</p>		
b) Administrative/Marketing – Sharon/ Mary	<p>Mary provided updates regarding the budget and expectations of FCI in the future, as well as the potential future avenues for the program. This included grants as well as legislative asks.</p>		
c) Updates from PFC/FC team	<p>Liz updated that Family Connects is looking to increase the resources available about access to vaccinations and the holidays. Lakia is currently tracking which pediatric practices within the community offer a range of vaccines. The FC team is considering making a digital survey tool or finding another method to assist with the post-visit connections for families.</p>		
d) Other updates	<p>Camille said her goodbyes as this would be her last CAC meeting as an employee of the Partnership. Everyone wished her well.</p>		
4) Committee Discussion	<p>The committee discussion this time was regarding the perinatal health equity state initiatives. Data was shared and the group was asked to review these before the next meeting to help determine goals and contributions each member and the group could make to supporting maternal and child health across the state.</p>	None	None
5) Other Business			
a) Announcements from committee members	<p>None this time</p>	None	None
6) Adjournment	<p>The attendees were reminded that the next meeting will be on December 5th. The meeting was adjourned by Terrasine at 2:56pm.</p>	Adjourned	None



Partnership for Children of Cumberland County, Inc.  
Virtual Community Advisory Committee Meeting Minutes  
November 7th, 2023 (2:03 – 2:56 PM)  
*Be the Driving Force*



**Submittal:** The minutes of the above stated meeting are submitted for approval.

---

Secretary of Meeting

---

Date

**Approval:** Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

---

Committee Chair

---

Date