

**Brunswick Nursing Home Community Advisory Committee  
Conference Room at BC Emergency Services Building  
3325 Old Highway, Bolivia, NC  
Minutes of Quarterly Meeting January 24, 2017**

**Members present:** The presiding officer was Chairperson, Vince Musilli and a quorum was present including: Colleen Combs, Shirley Dowd, Laura Miller, Arlene Rushin, Carol Sutter, Sheila Umbricht, Barbara Voorhees, and John Walz.

**Members absent:** None

**Ombudsman:** Kandace Lego, Brunswick County

**Also Present:** Ombudsman Holli Blackwell and Jane Jones, Director, Area Agency on Aging (AAA)

**Quarterly Education:**

Jane Jones conducted the education component. She introduced the two new Ombudsmen Lego and Blackwell, giving their backgrounds. The State Ombudsman Victor Orija will conduct their training, certification and designation in March. CAC members introduced themselves to the two new Ombudsmen. Each CAC member spoke briefly about his/her background. During this transition period the committee will conduct the site visits as usual but send all complaints to the State Ombudsman. The committee was given the phone numbers for the Ombudsmen.

New signs will be posted in all facilities with the names and phone numbers for the new Ombudsmen.

After a review and discussion of the CAC confidentiality and integrity principles, those annual statements were signed by the members.

A list of the 2017 CAC members with addresses, phone numbers and term date will be emailed to members.

The new consent form to be used at site visits were distributed and discussed.

**Old Business -None**

**New Business:**

The minutes of the October 25, 2016 meeting were unanimously approved.

**Quarterly Time Sheets**

Most were submitted.

**Schedule of visits for upcoming quarter**

Schedule was established with a "save the date" in the 2nd quarter of 2017.

**Review of quarterly visits**

Only the December quarterly site visits report was presented, discussed and updates given where needed. The October and November reports were not available.

**Announcements:**

Next quarterly business meeting April 25, 2017.

Meeting adjourned at 12:00 p.m. after a motion by Rushin with a 2<sup>nd</sup> by Umbricht.

These minutes are subject to corrections and approval at the next or future quarterly business meetings.

Respectfully Submitted,

Sheila K. Umbricht, Secretary