

**Name of Committee: Quality Improvement Committee**

<b>Co-Chair(s):</b>	Wes Sowers	Meg Park			
<b>Note Taker:</b>	Marilyn Micknowski				
<b>Attendees:</b>	Victoria Livingstone	James Kindler	Steven Christian-Michaels	Gary Suehr	Monica Fisher
	Bridgette McNamee	Sarah Goldstein			

**WELCOME/INTRODUCTIONS:** We welcome Gary and James back to the committee for another go-round as we introduce a new face to the group; Monica Fisher from the Office of Behavioral Health, Drug & Alcohol section.

**ANNOUNCEMENTS**

1. Sarah handed out post-cards addressed to Senator Pippy from the Mayview Land Reuse Task Force for people to sign and send as a reminder to sell the land at fair market value and to help keep monies from the sale of the land following consumers of mental health services into the community.

**DISCUSSION ITEMS**

**Agenda Item 1:** Recruiting needs of QI for members and a consumer co-chair

**ACCR goal being addressed:** Broad-ranging stakeholder representation for all ACCR committees.

**Discussion:** Meg will be stepping down from the position of consumer co-chair. The purpose of this is to free up the position for another consumer and one who does not work for the OBH. Meg's role within ACCR is County staff support. She will still be attending meeting as usual.

The full committee is asked to help in recruiting consumer from the community to the committee in general and to the co-chair position in particular. Candidates for the co-chair position should attend a minimum of 6 months worth of QI meetings to ensure a good fit.

**Agenda Item:** SPA update

**Committee Spokes Person:** Steven Christian-Michaels

**Committee Goal Being Addressed:** Transforming the way case management and fee for services is deployed to consumers.

**Discussion: Subcommittees**

- Finance: Sub-Capitation Consultation, must go back to the drawing board because how new the strategy is. New service planning codes will become effective in March;
- 3 agencies have submitted readiness reports in order to be able to use the SPA code for billing. Rate increases will become effective 3/1/09 with a rate increase of .35 cents/ unit. There is new contract language for use of contingency funds for the coming fiscal year. The SPA level of case management is less than "blended" or ICM and more than current administrative case management.
- Workforce: 400 service coordinators have been trained on Convening/Facilitation skills. Newly hired staff since training now needs to be implemented. The competencies developed for the first 6 months are being used. Mentor Training: Seasoned service coordinators are to train new staff in their first 6 months of employment. 19 mentors and 2 classes so far. The BSW Certificate starting this fall w/3<sup>rd</sup> year students.
- The Documentation Manual will be printed for half the agencies and the other half will get electronic copies.
- Research/Evaluation: In working with choosing an assessment this committee is starting with a baseline evaluation. CART will be interviewing consumers; Family Services will be doing data entry and data analysis.
- Steering Committee: brought John Lyons in this Tuesday for the "Research and Evaluation Committee" for the way we would like to use the new assessment tools and possible ways to implement different functions.

Steven handed out the SPA System Wide Objectives document to get different perspectives from each of our points of view about what we feel should be added to this document and asked us to e-mail/send any ideas to him.

Action Item	Person Responsible	Target Date
Continue to update QI Committee on SPA	Steven Christian-Michaels, Meg	Ongoing

Send editing ideas for System Objectives to <a href="mailto:Christian-MichaelsS@FSWP.org">Christian-MichaelsS@FSWP.org</a>	Each member of cmte	3/6/09
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**Agenda Item:** Instructions on using Service Plan

**Committee Spokes Person:** Victoria

**Committee Goal Being Addressed:** Utilizing service planning structure in real-time.

**Discussion:** Started with Victoria's "Strengths" guideline. Victoria defined strengths as: "Anything that has enabled you to live well in the presence or absence of your mental illness and what has actively helped you improve your life." Many interpretations and expansions on this example of "Strengths" were discussed. These issues and interpretations will also be determined by future focus groups.

Action Item	Person Responsible	Target Date
Identified strengths: 3 options: 1. A general listing of strengths, 2. Strengths by areas of living, 3. Including applied strengths to focus of living. Decide on how strengths should be identified.	All Committee members	3/6/09
Instructions on Life Vision	Meg and Sarah	3/6/09

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**NEXT MEETING**

**Date:** Friday, March 6, 2009

**Location:** One Chatham Center, 3<sup>rd</sup> floor, room 305

**Time:** 11:30 to 1:00 **Please note time change**