

Name of Committee: Quality Improvement Committee

Co-Chair(s):	Wes Sowers	James Kindler			
Note Taker:	Marilyn Micknowski				
Attendees:	Bridgette McNamee	Ellie Medved	Victoria Livingstone	James Kindler	
	Harold Hartger	Meg Park	Steven Christian-Michaels	Wes Sowers	

ANNOUNCEMENTS

Congratulations to James Kindler who was voted in as the new co-chair for the Quality Improvement Committee formerly held by Meg Park.

KUDOS to Wes and his team: *The Center for Public Service Psychiatry's Second Annual Conference* SOLD OUT! (actually it sold 15 spots over capacity for the hotel).

Pizza and Refreshments: It was decided that who ever attends the committee meetings will contribute whatever they can to cover the charges. Yeah! Pizza is very important to this group.

DISCUSSION ITEMS

Agenda Item: SPA

Committee Spokes Person: Steven Christian-Michaels

Committee Goal Being Addressed: Updates

Discussion:

- Universal Referral Form being worked on; it will be accepted by each agency no matter what form of Service Coordination a person has.
- Finance Committee using MRODP rate setting tool to determine what unit cost is across all agencies.
- Discussion about critical "non-billable" services; services done pre-fee for service.
- Job description samples going out to all agencies; 18 mentors have been trained and graduated.
- BSW programs: Chatham, Carlow and Pitt agreed to develop BSW certificates for third-year students.
- Research and Evaluation proposal into Staunton Farm Foundation, may pay half the cost.
- 8 CART staff people have been trained for the upcoming SPA project with University of Pgh School of Social Work.
- John Lyons will be speaking (tentatively) on July 8th to Stakeholders and Providers about the CANSA and ANSA tools; describing what they are and how they are used.

Action Item	Person Responsible	Target Date
Continued Updates	Steven Christian-Michaels	Ongoing

Agenda Item: Universal Service Plan

Committee Spokes Person: All Committee Members

Committee Goal Being Addressed: Language and consistency thereof

Discussion: Life Vision needs to be discussed next meeting because of missing paragraph; we only got up to page 8. "Domains" changed to "categories" throughout the entire document. Under *Strengths Menu*; "Dimension" will be removed. On the Introduction page, the *Table of Contents* should be flip-flopped with the Introduction paragraphs.

Under Stressor and Support, "Good coping skills" will be removed and Stressor and Support will be replaced by "Coping Skills and Supports".

Under Areas of Living on page 10, "focus of change": will be capitalized. "Foci for" will be changed to "focus of" "Service plan" will be capitalized throughout document. In second paragraph, "For" is taken out and "each" will be capitalized. The selection.....shorter so fewer.....For each focus of change identified, Personal strengths which are specifically applicable to change process may also be identified should be identified for each Focus of Change.

Action Item	Person Responsible	Target Date
Continued editing	All Committee members	Next QI mtg.

NEXT MEETING

Date: Friday, July 10, 2009

Location: One Chatham Center, Floor 3, room 305

Time: 12 NOON – 1:30PM