

Meeting: Quality Improvement (QI) Council

Meeting Date: July 27, 2017

Attendees: Go-To-Meeting/Phone: Sandy G. (BABH), Sherry H. (CMHCM), Joyce T. (CEI), Lynn C. (Gratiot), Levi Z. (Huron), Gina C. (LifeWays), Sally C. (MCN), Andrea F. (Newaygo), Becky D. (Shiawassee), Susan B. (Tuscola), Denny (Tuscola)

Not Present: Right Door and Saginaw

KEY DISCUSSION TOPICS

- Review & approve minutes
- Review & approval of agenda for today's meeting
- Performance Measures Update
- Performance Improvement Project (s)

✓ **KEY DECISIONS**

- Today's meeting was held by go-to-meeting to cover the RSA Summary Report, the RAS Summary Report and the FY17Q2 Performance Indicator Summary Report. These reports needed to be reviewed and approved by QIC during July
- Review & Approve Minutes- The minutes from 06/22/17 were approved as submitted
- Review & approval of agenda for today's meeting- The agenda was approved without additions
- Performance Measures Update
 - ✓ FY17Q2 PI Summary Report:
 - Summary Report was reviewed
 - No revisions were recommended
 - An approved date (7/27/17) will be added to report and sent out to QIC
 - Any required POC will be due no later than 30 days from today's date (uploaded to the folder in Box)
- Performance Improvement Projects
 - ✓ RAS/RSA
 - Both Summary Reports were reviewed today
 - There were some revisions recommended that included:
 - Ensure the graphs for ongoing and initial comparison are on the same page
 - Change the narrative paragraph identifying the responses into a chart
 - Correct some typos
 - Each agency was asked to review the reports locally
 - The reports will be discussed again at the next meeting to identify any possible improvement efforts
 - The reports will be revised, have an approved date of 7/27/17 added and sent out in final form

• **ACTION/INPUT REQUIRED**

- Performance Measures
 - ✓ FY17 Q2 PI summary Report
 - POC's are due within 30 days of today's date
- Performance Improvement Projects:
 - ✓ RAS/RSA Summary Reports
 - The reports will be reviewed locally
 - The reports will be discussed again during the next QIC meeting to identify any possible improvement efforts

✓ **KEY DATA POINTS/DATES**

- Next Meeting: August 24, 2017