



**Council, Committee or Workgroup Meeting Snapshot**  
**Meeting: Quality Improvement (QI) Council**  
**Meeting Date: 2/23/2023**

<u>Attendees:</u>		<u>Guests</u>	<b>KEY DISCUSSION TOPICS</b>
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> MSHN – Sandy Gettel</li> <li><input checked="" type="checkbox"/> Bay Arenac –Sarah Holsinger</li> <li><input checked="" type="checkbox"/> CEI – Elise Magen</li> <li><input checked="" type="checkbox"/> Central –Kara Laferty</li> <li><input checked="" type="checkbox"/> Gratiot – Taylor Hirschman</li> <li><input checked="" type="checkbox"/> Huron – Levi Zagorski</li> <li><input checked="" type="checkbox"/> Lifeways –Phillip Hoffman</li> <li><input checked="" type="checkbox"/> Montcalm – Sally Culey</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Newaygo – Andrea Fletcher</li> <li><input checked="" type="checkbox"/> Saginaw-Holli McGeshick</li> <li><input type="checkbox"/> Shiawassee –Becky Caperton</li> <li><input type="checkbox"/> Tuscola – Jackie Shillinger</li> <li><input checked="" type="checkbox"/>The Right Door- Susan Richards</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CEI – Shaina Mckinnon</li> <li><input checked="" type="checkbox"/> CEI – Bradley Allen</li> <li><input checked="" type="checkbox"/> CEI – Kaylie Feenstra</li> <li><input checked="" type="checkbox"/> Central Jenelle Lynch</li> <li><input checked="" type="checkbox"/>The Right Door –Jill Carter*</li> <li><input type="checkbox"/> MCN Joe Cappon</li> <li><input type="checkbox"/>Lifeways –Joshua Williams</li> <li><input checked="" type="checkbox"/> SCCMH-Bo Zwingman-Dole</li> <li><input checked="" type="checkbox"/> SHW April Riley</li> </ul>	<ol style="list-style-type: none"> <li>1. Review &amp; Approvals               <ol style="list-style-type: none"> <li>a. Agenda/ Meeting minutes</li> <li>b. Review of follow up action items/QIC action plan</li> </ol> </li> <li>2. Consent Agenda</li> <li>3. Performance Monitoring</li> <li>4. Annual Planning</li> <li>5. Performance/Process Improvement</li> <li>6. Standing agenda items</li> <li>7. Open Discussion</li> </ol>

<b>KEY DECISIONS</b>	<ol style="list-style-type: none"> <li>1) Review &amp; Approvals           <ol style="list-style-type: none"> <li>a. Meeting minutes from January were approved with no edits. No additions to the agenda. Due to snow storm and issues with electricity, several not in attendance this month.</li> </ol> </li> <li>2) Consent Agenda- Approved           <ol style="list-style-type: none"> <li>a. BTPRC Performance Summary</li> <li>b. MSHN ICDP Performance Measure Detail</li> <li>c. Informational Items: MSHN Organizational Charts, BH TEDS Training Powerpoint</li> </ol> </li> <li>3) Performance Monitoring           <ol style="list-style-type: none"> <li>b. MMBPIS Annual Measures FY22- Reviewed the data for any additional monitoring needed. At this time, the performance rate for the employment and/or housing indicators was consistent with the State or higher. No additional follow up to occur. This will be reviewed annually to ensure performance improves or is sustained.</li> </ol> </li> <li>4) Annual Planning           <ol style="list-style-type: none"> <li>a. Strategic Planning - Review and provide feedback-suggestions for the FY 2024-2025 Strategic Plan Update. The document was reviewed in full with feedback provided (Additional feedback accepted until March 3. Offering a meeting, Feb. 28th 1:00, with those who were not in attendance at QIC)</li> <li>b. Satisfaction Surveys – Began to discuss the tools and schedule-More discussion next month.</li> </ol> </li> <li>5) Performance/Process Improvement-           <ol style="list-style-type: none"> <li>a. Critical Incident Reporting – MDHHS has invited MSHN to a training March 10th to discuss the Critical Incident Reporting System (CIRS). All CMHSP participants are invited, however, attendance is not required. An overview and discussion included barriers for operationalizing the critical incident reporting system(CIRS). Additional discussion is needed. A poll will be sent out and a meeting will be scheduled prior to the discussion with MDHHS March 10th.</li> <li>b. MMBPIS- The following changes were briefly discussed and approved. A summary will be sent out for those who were not in attendance.</li> </ol> </li> </ol>
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	<p>Changes in REMI.</p> <ul style="list-style-type: none"> <li>• Validations added for Indicator 2 and 3 (effective FY23Q1)</li> <li>• Validations added for Medicaid ID and Date of Birth (effective FY23Q2)</li> <li>• Separation of name columns (effective FY23Q2)</li> </ul> <p>c. Training Document- The MSHN Standards Training Groups will continue to discuss the training documentation requirements. A draft document has been developed and will be shared for feedback.</p> <p>6) Standing Agenda Items-No Discussion</p> <p>7) Open Items-No Discussion</p>
<p><b>ACTION STEPS</b></p>	<ul style="list-style-type: none"> <li>• CMHSP provide additional feedback related to the strategic planning document by March 3<sup>rd</sup>.</li> <li>• MSHN will send out a poll to schedule a meeting related to Critical Incidents prior to the MDHHS Training participants submit to the CMHSP</li> <li>• A summary of changes to the MMBPIS PI output report and validations will be sent out to ensure all receive the changes.</li> </ul>
<p><b>KEY DATA INTS/DATES</b></p>	<ul style="list-style-type: none"> <li>• QIC March 23, 9-11</li> <li>• CCBHC QI Subgroup March 23, 11-12</li> <li>• 90 day follow up review MDHHS March 1-14</li> </ul>