



Performance Improvement (PI) Committee
February 2nd, 2006 1pm- LLRC

Present: S. Reitmeier, L. Hall, D. Sabourin, G. Karmes, B. Wilson, D. King, J. Capobianco, D. Virgo, G. Petrik, K. Gauthier, P. Moise, P. Cowan, Vickie, Monroe, N. James-Emerick, L. Brown, L. Newberg,

B. Ledford, D. Chisholm, S. Brown, J. Newbury, S. Brown ??? Spectrum CEO

Absent: M. Phillips, Stan, Lenawee, C. Witherow, D. Peoples, S. Kapica, Dr. K. Milner, E. Kurtz,

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
1. Review of Minutes and Agenda	Agenda: <u>additions</u> <ul style="list-style-type: none"> • Phil Moise update on meeting with auditors/CAC concerns • PI report on encompass: when we can access it • Start with CAC and updates then regular agenda 	<ul style="list-style-type: none"> • Agenda approved with additions • Minutes approved. 	
2. Review of Purpose & Ground Rules			
3. Regional Consumer Advisory Council (RCAC)/Consumer Advisory Council (CAC) and Department of Community Health (DCH) meeting	Phil Moise/Bob Wilson update with RCAC, local CAC, and DCH auditors <ul style="list-style-type: none"> • Most of the consumer reps were adamant...feeling were tokens on committees and not listened too...higher 	<ul style="list-style-type: none"> • PI committee consumer representatives wanted the PI committee to be aware of this. 	

	<p>admin was listening but not meaningful...on committee only because State said so.</p> <ul style="list-style-type: none"> Peer advocates...grant money...7-8...in some places so the question was how to do this in our Region, of if we are already doing this in some places. Consumers' advisory council in Lenawee feels things done regionally and being left out...local CAC feel left out not that has a more regional piece. Other regional groups felt the same. <p>Ideas discussion</p> <ul style="list-style-type: none"> Other avenues assure consumers know they can communicate to us...education Loss of income for consumers now not on as many committees (local PI) etc. Leslie discussed yearly discussion with consumers on suggestions, input, in Livingston. Orientation and coach for consumers on committees Local PI liaisons ask consumers what would be helpful to them, what looks like good participation to you. 	<ul style="list-style-type: none"> Go back to committees and have this conversation with the members, collect the information, what would make meaningful conversation. Guide book..."not just another board meeting" and a manual by Donna Orin, on consumers who want to participate in policy making...consider adopting set of standards...have members services look at this. Building United Judgment...a handbook for consensus decision making. 	<ul style="list-style-type: none"> Local PI liaisons and chairs will have conversations at the meetings, meaningfulness and can pass on to incorporate into process. RCAC will be given copies of this information at the next meeting. Conversation at that meeting. Documents will be made available to other chairs to pass on to consumers.
<p>4. Washtenaw Community Health Organization (WCHO)Update</p>	<p>Nicole James-Emerick- WCHO PI liaison</p> <ul style="list-style-type: none"> Monthly meetings Last meeting in February 2006 Network indicators and internal department indicators <p>Areas reviewing:</p> <ul style="list-style-type: none"> Access abandonment rate-target 5% or less...staggering lunches, hiring new staff, at 6% last two quarters. 	<ul style="list-style-type: none"> Approved report 	

	<ul style="list-style-type: none"> • Integrated health: Virginia Kostner (Integrated health coordinator.) Packard community clinic has a CSM at the site and a psychiatrist who sees consumers there and helps consumers there with Mental Health concerns and help our CSTS consumer through the Packard health clinic. • Substance Abuse data and admissions to psychiatric inpatient units and if those with only SA diagnosis going there because no where else to go? • Indicators reported quarterly to DCH. 15 new indicators. Did not meet as affiliation, note sent to each county point person. 		
5. Network Management	<p>Kelly Gauthier- chair</p> <ul style="list-style-type: none"> • Reviewed items completed by the committee. • Reviewed the committee charge. • Reviewed the committee work plan • Reviewed the committee indicators <p>Suggestions-</p> <ul style="list-style-type: none"> • The committee looks at how to use site visit process and literature and go to the outcome and evaluation committee and incorporate into provider assessment. • Explore consumer membership or how to get the information from consumers, or get consumers involved in the site visit process. 	<ul style="list-style-type: none"> • Approved charge, indicators and work plan 	
6. Finance Committee	<p>Linda Brown- chair</p> <ul style="list-style-type: none"> • Reviewed the charge • Reviewed the indicators • Reviewed work plan 	<ul style="list-style-type: none"> • Approved charge, indicators, and work plan. 	
7. Outcomes & Evaluation Committee	<p>Jeff Capobianco-member</p> <ul style="list-style-type: none"> • A joint committee with the University of Michigan • Not a Regional committee • Share minutes with the PI committee • Assure things going on there get on our list. <p>Overview: Committee created 2-3 years ago. U of M researchers came together with WCHO staff to discuss grant opportunities and</p>	<ul style="list-style-type: none"> • Jeff Capobianco will bring a report next meeting on indicators the committee will review. 	

	<p>research opportunities. Now, moved to a committee.</p> <ul style="list-style-type: none"> • Regional research and evaluation policy. • Evaluation of programs • Grant possibilities and research • Working with data warehouse so ea clinician can understand cost data and link to clinical outcomes. 		
8. CSTS Update	<p>Pat Cowan-CSTS PI liaison Provided affiliate report to the PI committee:</p> <ul style="list-style-type: none"> • Behavior Management Committee • Summary of Significant Activities • Clinical Responsibilities and Monitoring of Employees. • Health/Safety/Infection Control • Departmental Issues/Successes • PI Transition Update 	<ul style="list-style-type: none"> • Approved report 	
9. Livingston Update	<p>Leslie Hall- Livingston PI liaison</p> <ul style="list-style-type: none"> • Transitioning done tomorrow, with the local consumer advisory council • Roles and responsibility pieces-fleshing out training for the chairs will be an agenda item on local consumer advisory panel. • Local member's services: will co-create it with consumers, local stakeholders. The Livingston local transition plan was handed out at the January 2006 PI committee meeting. <p>Breakthrough-</p> <ul style="list-style-type: none"> • Matt Vergith of Livingston County will work on Family Centered Practice and train staff on the process. • Working on changing the culture with staff. Deliberate cultural change. 	<ul style="list-style-type: none"> • Approved report 	
10. Lenawee Update	<p>Gratia Karms- Lenawee PI liaison</p> <ul style="list-style-type: none"> • Grapevine newsletter-results of satisfaction surveys • Reviewed the transition plan 	<ul style="list-style-type: none"> • Approved report 	

<p>11. Next meeting:</p>	<p>Shauna suggested:</p> <ul style="list-style-type: none"> • Local PI updates as part of consent agenda. Get report out a week before the meeting, highlight key issues and successes, so the PI committee can take time on systemic trends and issue • Calendar- may need to be adjusted such as 	<ul style="list-style-type: none"> • Shauna will draft out the calendar and process/forms. • 2x year do updates on work plans (no indicators) • At end of each quarter, report dashboard indicator data and issues needed to be raised. 	
<p>Parking lot</p>	<ul style="list-style-type: none"> • Item #3: Basic orientation. Members, new chairs, providers, consumer representatives. 		