



Performance Improvement (PI) Committee
Meeting Minutes
3-5-09; 1-4pm; LLRC

Learning Organization Principles
 SYSTEMS THINKING, SHARED VISION, TEAM LEARNING, PERSONAL MASTERY, MENTAL MODELS

Ground Rules:
 POLITE, TRANSPARENT, INCLUSIVE, SAFE ENVIRONMENT

D. Sabourin, J. Anthony, B. Fowkes, M. Scalera, B. Wilson, V. Stead, B. Fortune, L. Hall, J. Sahutoglu, N. James-Emerick, J. Laskaska, CJ Witherow, D. Healy, L. Newberg, B. Spalding, D. Chisholm, P. Cowan, M. Rozich, P. Moise, K. Szewczuk, A. Kirchner, S. Reitmeier, M. O’Hare, A. Bauer (guest) (*bolded name indicates present at meeting; non-bolded name indicates absent at meeting*)

AGENDA ITEM	DISCUSSION POINTS	ACTION/OUTCOME	RESPONSIBILITY
I. Check In / Approve Minutes & Agenda (ACTION)-1:00p		Agenda and Minutes approved	
II. Breakthroughs, Barriers, Suggested PI Projects (standing item) (DISCUSSION)-1:10p	<ul style="list-style-type: none"> • Barb Spalding did not get packet mailed • Mary acknowledged this as a breakdown in preparation for the group • Marci and Mary need name tents for next meeting • Update on AEC Project Authorizations <ul style="list-style-type: none"> ○ Progress Notes ○ Neglect III and treatment suitable to condition violations ○ Nursing Progress Notes • Mary reported AEC authorized the progress notes workgroup and the Neglect III workgroup • Mary connected with EIC through Mike Harding. The nurses progress notes issues will be added to the Nursing Progress Notes and PHR project that is on-going. A thorough assessment of needs and issues will be done through that workgroup 	<p>Mary will correct for next month</p> <p>Mary will be contacting the suggested champions to see if someone is willing to take the project on</p>	
III. Update on Current Projects (DISCUSSION)-2:00p	<ul style="list-style-type: none"> • PCP Workgroup Update <ul style="list-style-type: none"> ○ Shauna and Ann Bauer presented the committee with the final recommendations on the PCP workgroup ○ There are a number of recommendations that 		

IV. (DISCUSSION)- Data Review 3:00	<ul style="list-style-type: none"> • Q1 Report <ul style="list-style-type: none"> ○ Mary distributed the Quarter One PI report to the committee for discussion ○ Data contained in the report has been previously reviewed by either the whole committee or the PI Liaisons ○ There was some discussion about the HSW data and the PCP satisfaction survey ○ This report will go to AEC on 3/23 for review and final comment before going to the Board 	Mary will bring forward to AEC	
V. Work Plan Update	<ul style="list-style-type: none"> • PI Workplan for 09 <ul style="list-style-type: none"> ○ The PI workplan was reviewed by the committee for comment ○ It has a lot of content and substance – maybe too many projects for a one year plan when we are partially through the year ○ Donna suggested that it could be a two year workplan with a review at the end of each year to update ○ This will go to the AEC for approval on 3/9 	Mary will bring forward to AEC	
VI. Break When Needed			
VII. Next meeting	4/2/09 1-4p; LLRC	Agenda Items ▪	Parking Lot <ul style="list-style-type: none"> ▪ Customer Measure of Success Tool (developed for all PI Projects) ▪ Clinical Practice Guidelines