

# Harris County Systems of Hope MINUTES OF MEETING

*Continuous Quality Improvement Team*

6300 Chimney Rock Road

Houston, TX 77081

<b>Date</b>	December 07, 2010	<b>Time</b>	4:30 – 6:00 PM
<b>Team Leaders</b>	John Prior & Rebecca Johansson	<b>Note taker</b>	Rebecca Johansson
<b>Attendees Team Members</b>	John Prior; John Puder; Julie Bourne; Eileene Chappelle; Jason Lau; Barbara Sewell; Michelle Ibarra; Pam Schaffer		
<b>Welcome &amp; Introductions</b>	No meeting in November.		
<b>Review of October Minutes</b>	Minutes were issued, but not reviewed.		
<b>Agenda Item</b>	<b>Topic and Discussion</b>		
<b>Future of CQIT</b>	<p>It was decided at last meeting that the agenda would focus on the purpose of this team for the next year. John Prior and Randy Joiner met offline to go over some details to prepare for this meeting. The question to the team is how should we go forward with surveying given there is a lot of flux in the system. The team took a quick look back at what we've accomplished. Our work was incorporated into how the teams respond to feedback from the families. It was felt that this team was a role model of collaboration among key stakeholders in SOH. A dramatic difference has occurred in the records and the work to empower vs enable our families.</p> <p>CQIT brainstormed the possibility of collaborating with the agencies sponsoring the five teams to CQI data that could be analyzed for fidelity and systems improvement. The team would be prepared to work with sustainability work teams along with Dr. Bertram and come up with a business case to propose to the Governing Board. The team decided further work on strategic vision is warranted. We agreed to form a small team to address this before next CQI meeting. Volunteers: Jason, Pam, Eileene, Randy and Barbara. Their report will form the agenda for next meeting.</p> <p>John summarized our discussion: How do we sustain fidelity and build CQI capacity in these areas:  The limited number of five teams projected to be operating in 2011  With teams developed and operated by partner agencies (i.e.: HCJPD team operating in the Mental Health Court )  Family and youth involvement</p>		
<b>Caregiver Satisfaction Survey</b>	The accuracy of some of the contact information continues to vary. We also need to rethink our survey approach. Surveyors needed to turn in their data for this third round this week to Jason and we will process what we have.		
<b>CQI Paper</b>	Our paper was given a workshop for the 2011 USF Research Conference; so was Dr. Bertram's on her fidelity work.		
<b>Any Other Business</b>	Randy commented on some impending changes to SOH as the grant winds down. Look to the GB meeting Wednesday for additional information. Our team count is down, and it's not clear how we will maintain fidelity and build capacity. There will be four in the Kashmere SWAP and one in the South Region Children's Mental Health Collaborative. Eileene mentioned the Parent Connector initiative sponsored by FCCMH may have a collaboration benefit for sustaining family involvement.		
<b>Next Meeting</b>	Next meeting: YSC Room E108; Tuesday, <b>Jan. 04, 2011</b> ; 4:30 – 6:00 pm <b>If subteam is not ready, we will postpone this date/time.</b>		