"To improve the quality of services and supports for people with disabilities"

Region 10 Quality Council Meeting Minutes – 11/16/2017

Attendance: Emma Edwards, Jodi Johnson, Lisa Harrison-Hadler, Beth Honecker, Ann Lazzara, Emily Miller, John Flanders, LeAnn Bieber, Linda Driessen, Nicole Duchelle, Kyle Mullen, Mary Pieper, Matt Schoen, Josh Burt, Lyndsey Standahl

Absent: Harry Nevling, Anita Otterness, Dee Sabol, Jaime Stolp, Judy Young, Marita Buehler

Staff: Kerri Leucuta, Polly Owens, Karen Larson

1. Call Meeting to order – Mary Pieper
2. Approval of 10/19/2017 Minutes
    a. Motion to approve the 10/19/2017 minutes by John Flanders and second by Matthew Shoen
3. Manager's/Program Coordinator's Report – Kerri and Karen
    a. Stats of reviews given by Kerri.
    b. Discussion and Questions regarding the role and responsibilities of a Guardian.
        i. "It doesn't matter who you ask as long as you start with the person."
    c. The RQC will follow the protocol put forward by the IRB.
4. Facebook page feedback
    a. Kerri created a facebook page: check it out.
5. Tech Expo
    a. Held on November 4, 2017 .
    b. Good turn out.
    c. Received a Reviewer application at the Expo.
    d. Second Tech Expo will be held on January 18, 2018.
6. Person Centered Values that Support Region 10 Quality Council Mission/Purpose – Word Cloud
    a. R10QC Word Cloud document handed out.
    b. Kerri will put it on the facebook page.
7. Elevator Speech
    a. Handout: 4 sample Elevator speeches
    b. Discussion: These are too long: need to be shorter: less jargon.
        i. Liked the last line on the first one.
        ii. Liked the 3rd one- 2nd paragraph 1st line.

8. Systems Improvement Workgroup – Linda
    a. Working on action items today.
    b. Putting together a survey using a survey monkey to address DSP shortage.
    c. Powerful question coming.
    d. PCP training coming up.
9. Person Centered Quality Review Workgroup – LeAnn
    a. Reviewed purpose.
    b. Update on agile app: up and running.
    c. Web site is coming along. Contract updated. Web site will be in place on 12/1/2017.
    d. Reviewers
        i. 15 Reviewers ready to train.
            1. 1 reviewer interviewed 11/16/2017.
            2. 2 reviewers being interviewed on 11/21/2017
            3. 2 reviewers have not responded to email.
            4. 1 application received today.
    e. Training Manual
        i. Continue to be updated.
    f. Training dates
        i. TBD soon
    g. Reviews
        i. There will be a summary.
        ii. The summary will go to the person.
        iii. Discussion: Should the guardian get a copy?
10. Listening Sessions Scheduled-Karen
    a. Olmsted County Date: December 12, 2017-Time: 6:00-8:00 pm
        Cardinal of Minnesota 3008 Wellner Dr. NE, Rochester, MN 55906
    b. Houston County: Date: December 19, 2017-6:00-8:00 pm
        Houston County Social Services 304 S. Marshall St. Caledonia, MN
    c. Wabasha County Date: December 5, 2017-Time: 6:00-8:00 pm
        Criminal Justice Center: 848 17th St. E Wabasha, MN
    d. There are flyers on the counter: help yourself. Please share with everyone.

11. SQC Update – LeAnn
    a. Organization task workgroup brought forth recommendation that the SQC meet every other month: passed with amendments.
    b. SQC will finalize new committees tomorrow.
    c. More action and less talk.
12. Recruitment of Reviewers – Karen
    a. Applications are available on Arc SEMN web site
    b. If you need an application: see Karen.

13. Financial Statement
    a. Last month the financial statement was passed out.
    b. Travel is a little over budget but it is ok.
    c. No questions.
14. Next Meetings
    a. No meeting in December .
    b. January will be a MAARC training.
    c. February will be the next R10QC meeting: then every other month going forward.
    d. System Improvement will meeting in January
    e. Person Centered Quality Improvement will meet in January
15. Once Around/Adjourn
    a. Polly: Picture of a Life training canceled and will be rescheduled.
    b. SAM group is planning it's annual conference: held in Rochester: no dates as of now.
    c. LeAnn: Guardianship training will be held November 39, 2017 4-8:00 pm.
        i. Flyer to be sent out soon.

Minutes Recorded by Karen Larson