

## Subcommittee Report

### *Meeting Minutes*

**Subcommittee Name:** QI Committee

**Meeting Date:** September 24, 2012

**Members Present:**

Greg Hill, Lowenhill Consultants  
Holly Wald, HPW  
Karen Edwards, AHCI

Marian Jankowski, BCBH  
Marianne LaSalle, BCRC  
Melissa Feragotti, C/FST

Stephanie Santoro, AHCI  
Zachary Karazsia, HPW

**Agenda items discussed**

Topic/Issue	Discussion	Resolution/Action Item
Review of minutes	<ul style="list-style-type: none"> <li>• Dr. Holly Wald reviewed the minutes from the previous meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes were approved</li> </ul>
Update on the Enrollment & Reassessment Figures	<ul style="list-style-type: none"> <li>• The 100 new enrollees target set forth in the grant was exceeded (101 new enrollees)</li> <li>• Discussion of realigning the monthly enrollee target figures to be closer with the grant target of 100 enrollees per fiscal year</li> <li>• Overall reassessment rate is below our target of 80% (65.7% actual); however our reassessment rate is 11.4% above SAMHSA's average rate of 54.3% for reassessments</li> <li>• Discussion of obstacles to achieving our 80% reassessment rate:               <ul style="list-style-type: none"> <li>○ Staff turnover</li> <li>○ Client fatigue, unwillingness to continue with answering the same questions (NOMS/ROSI)</li> <li>○ Clients being discharged</li> <li>○ Internal management difficulties/structures put in place (being addressed)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Examine the SPA monthly targets for enrollments and consider adjusting these targets to better reflect the grant target of 100 per year</li> <li>• Adjust the IRB to reflect financial incentives for consumers at enrollment and incentives for SPA staff</li> </ul>
Committee Member Profiles	<ul style="list-style-type: none"> <li>• Discussion of reaching the 51% threshold of having consumer and family involvement on all sub-committees (results below):<sup>1</sup> <ul style="list-style-type: none"> <li>○ Steering: <b>40%</b></li> <li>○ Leadership: <b>55.6%</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Zachary Karazsia will continue to assess the sub-committee member profiles and report back to the QI committee</li> </ul>

<sup>1</sup> The Housing (BC Launch) and Criminal Justice (SIM) sub-committees do not have a regularly scheduled meeting and have not been assessed for consumer and family involvement at this time.

	<ul style="list-style-type: none"> <li>○ Youth: <b>50%</b></li> <li>○ Employment: <b>40%</b></li> <li>○ QI: <b>66.7%</b></li> <li>○ Overall: <b>50.5%</b></li> </ul>	
Update on NOMS/ROSI Data for 12-month Reassessment Interval	<ul style="list-style-type: none"> <li>● NOMS <ul style="list-style-type: none"> <li>○ 29 individuals have completed a NOMS for the 12-month interval</li> <li>○ Demographic, housing, employment, education, criminal justice, and functioning and social connectedness figures remain relatively consistent with the data from NOMS baseline and 6-month reassessment intervals</li> <li>○ 56% of consumers reported being overall healthy. Why is 44% of consumers reporting that they are not overall healthy (a discussion centered around this topic)</li> </ul> </li> <li>● ROSI <ul style="list-style-type: none"> <li>○ 24 consumers have completed the ROSI for the 12-month reassessment interval</li> <li>○ Three domains (Basic Material Resources, Choice, and Formal Services) were below the 90% threshold of success</li> <li>○ Two domains were at a 100% (Meaningful/Activities and Peer Support) rate of success</li> </ul> </li> <li>● There was a discussion that centered on using HealthChoices data to analyze diagnoses and how consumers are reporting services (also report services) by SPA location</li> </ul>	<ul style="list-style-type: none"> <li>● HPW Associates will provide a trend analysis of the Baseline, 6-month, and 12-month NOMS/ROSI data at the next QI committee meeting</li> </ul>
Preliminary Report on Provider ROSI Survey	<ul style="list-style-type: none"> <li>● Review of the preliminary data snapshot from the 11 providers who responded to the survey</li> <li>● The number of unduplicated mental health and COD patients increased by 72.7% from 2011 to 2012</li> </ul>	<ul style="list-style-type: none"> <li>● HPW Associates will review for the following QI sub-committee meeting why Employment/Vocational Services were unreported in the preliminary report</li> </ul>
IMR Fidelity Assessment Summary Report	<ul style="list-style-type: none"> <li>● Presentation of IMR Fidelity Executive Summary and</li> </ul>	<ul style="list-style-type: none"> <li>● Look at how we define a written plan and WRAP. Do</li> </ul>

	<p>Recommendation sections for discussion</p> <ul style="list-style-type: none"> <li>• Discussion of WRAP plans and new innovative strategies including to adapt the activities and exercises to a more informal WRAP which may help the consumers more than the often rigid WRAP plan process</li> </ul>	<p>we need to adjust our standard of a WRAP plan? Discuss further at next meeting.</p>
Preliminary Report on CCISC Survey	<ul style="list-style-type: none"> <li>• We (HPW Associates) have received 19 responses to the survey</li> <li>• A discussion of the preliminary data and possible topics to analyze at a future meeting</li> </ul>	<ul style="list-style-type: none"> <li>• HPW Associates will print out copies of each agency's responses to the survey and send copies to the respective representatives to use in monitor their own progress</li> <li>• Following the completion of the survey administration HPW Associates will provide an analysis of the results</li> </ul>
Other Discussions (in addition to the agenda)	<ul style="list-style-type: none"> <li>• Greg Hill provided feedback on Kim Hall's presentation of the Year 3 Service Implementation Plan for Project Recovery at the Change Agent meeting on September 21<sup>st</sup></li> <li>• Marianne LaSalle discussed consumers who do not have D&amp;A or a history of trauma expressed that they felt offended by some of the NOMS/ROSI questions. A discussion followed around this issue</li> </ul>	N/A