

CSoC Quality Assurance Committee (QAC) Meeting Minutes

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| <p><u>Date of Meeting</u> December 10, 2014</p> <p><u>Meeting Time</u> 2:00 – 3:30 p.m.</p> | <p><u>PARTICIPANTS</u></p> <p>Members</p> <p><input checked="" type="checkbox"/> Michael Comeaux (DOE), Chair <input type="checkbox"/> Karen Faulk (Agency) <input checked="" type="checkbox"/> Janice Fruge (DOE) <input checked="" type="checkbox"/> Cindy Guitrau (DCFS) <input type="checkbox"/> Kim Nesmith (DOE) <input checked="" type="checkbox"/> Kristin Savicki (OBH) <input checked="" type="checkbox"/> Patty Thomas (OJJ) <input type="checkbox"/> Brent Villemarette (DCFS) <input type="checkbox"/> Garry Williams (OJJ) <input type="checkbox"/> _____ <input type="checkbox"/> _____</p> <p>Guests</p> <p><input checked="" type="checkbox"/> Connie Goodson (OBH) <input checked="" type="checkbox"/> Sheila A. Jordan (OBH) <input type="checkbox"/> Alicia Blades (Magellan) <input type="checkbox"/> Donna Harren (Magellan) <input type="checkbox"/> Brandy Johnson (Magellan) <input type="checkbox"/> Foley Nash (Magellan) <input type="checkbox"/> Joseph Shayka (Magellan)</p> |
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| Agenda Item/Topic | Discussion | Action | Responsible Party | Target Date |
|--|--|--------------|-------------------|-----------------|
| I. Call to Order | Michael Comeaux called the meeting to order at 2:15 pm | None | None | None |
| II. Roll Call | Members announced themselves. | None | None | None |
| III. Approval of Minutes | Minutes August 13 meeting were approved by unanimously approved after a motion by Janice Fruge, seconded by Patty Thomas.. | None | None | None |
| IV. Discussion of formulation of proposal to Governance Board to combine the QA and IMT committees into one IMT committee | Connie opened the discussion by proposing that rather than focusing on eliminating the QAC, the key might be in the ensuring that the key is in determining what we way the QAC to focus on accomplishing – that we consider what we want to see come out of the work of the QAC, and determine if we have the right people at the table, asking the right questions to meet that objective. Connie and Dr. Kristin Savicki introduced the draft of a “quality map” to give an idea to help guide thinking around this idea. | Within Notes | All Members | January Meeting |

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| | <p>From that proposal, the committee engaged in a discussion and agreed that it is clear that there is a duplication of the monitoring, but that there is a definite need for review around quality concerns, and that those concerns might need to be addressed by some group of people that is different than those who are currently sit at the QAC table. It was agreed that key to this process is ensuring that the QAC is asking the right questions, and making sure that the partner agencies have the right complement of people present to discuss and review the questions when meetings are scheduled.</p> <p>It was agreed that as a next step, each QAC member would come to the January meeting with 2 potential “quality assurance” candidates to represent their agencies (with the understanding that one of those would be a voting member; and that at the next meeting, those new members and the current members would work together to build recommendations for a new goal structure.</p> | | | |
| V. Public Comment | None | None | None | None |
| VI. Adjournment | The meeting was adjourned | | | |

Michael Comeaux, Chair, CSoc QAC

Date