

310 S. Main Street, Bellefontaine, Ohio 43311

Domain 9, QI & PM Council

Tuesday, April 11, 2017

	Name	Signature	Department
Title	Christina Bramlage	<i>Christina Bramlage</i>	WIC
Date	Donna Glunt	<i>Donna Motyler</i>	Admin
	Kelly Reaver	<i>Kelly S Reaver</i>	PH
	Matt Stonerock	<i>Matt Stonerock</i>	EH
	Kay Schroer	<i>Kay Schroer</i>	Admin

Leica M'Sill / Financial

*QI
portion*

Agenda / Minutes

Agenda Item/ Topic	Key Points	Action Items	Responsible Party/ Timeline
PM dashboard	<ul style="list-style-type: none"> 1st quarter reviewed each item and suggested action steps for improvement if needed. See report. Discussed the issue of how to look at the beginning quarters. They show up red but are not red. The targets are set for the year so it looks like we are behind. See if a column could easily be added for a quarter calculations. 	<ul style="list-style-type: none"> Check with Steve on changing a few things to make the dashboard work better 	Donna
Accreditation needs to complete Domain 9		Finalize 1 st quarter report and present to Leadership. Domain 9 is completed	Donna
QI	<ul style="list-style-type: none"> Grant writing process revisited - A simplified grant writing process was developed with clear division of duties. New board member orientation plan at next meeting 	Report will be written and SOP	Donna & Christina
Next meeting	July 24 Monday, 8:45		

☐ Attendees or ☒ Refer to sign-in sheet

☐ Attachments:

Notes Generated By: Donna



LEADERSHIP TEAM MEETING – April 12, 2017

ATTENDANCE: Dr. Hoddinott, Kay, Craig, Donna, Lisa, Corinne, Steve

4/5/2017 minutes were reviewed:

- PHEP budget revision for additional funding award has been submitted for approval. Lisa is working on the appropriation increase.
- Aetna Healthy Communities grant application has also been submitted.

Out of County Travel

- Donna- 5/9 Roadmaps to Equality/Health Iniquities, Columbus

The spreadsheet of monthly Board of Health activity was reviewed and discussed for the first quarter of 2017. It was determined that a column needs added for 'non-approvals'.

Corinne is working on an Evaluator/Controller handbook for Mass Fatality.

We will hold all day immunization clinics every Thursday in August instead of holding any special clinics for back to school.

Ideas for opiate PSA's and information/education on our electronic sign was discussed. Bring back ideas to the next meeting.

Dr. Hoddinott will attend the Spring AOHC conference; Lisa will handle registration.

Craig, Tim, Lisa B., and Bob Harrison will meet with assistant prosecutor Sarah Warren today at 1:30 regarding the upcoming Janice Rogers hearing in Common Pleas court.

Donna reported on the Community Health Improvement Plan (CHIP) update that has now been completed.

Another Community Health Assessment is due in 2018, and Donna has started discussion on the matter with Tammy Allison of Mary Rutan Hospital.


The first quarter 2017 Performance Management Dashboard report was reviewed and discussed.


The 2016 annual report will be distributed by website, email, and press release per the Strategic Plan.


REMINDER TO STAFF OF THE ANNUAL 5K WALK ON SATURDAY, APRIL 29!!!


Next meeting: Wednesday, April 19, 8:30 a.m.


Lgb

Planning Dashboard									
		Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
Provide a brief explanation of a measure's Quarterly Status in the Blue Cells and describe the Next Steps for the measure in the Tan Cells									
Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status				
1 Submit 3 press releases per month to local media	[+]	over target for qtr.				[-]	Quarterly Status Explanation		
							Planning Next Steps		
2 # of times a health message is sent to the medical community	[+]	on target for the qtr				[-]	Quarterly Status Explanation		
							Planning Next Steps		
3 % of employees who have created SOP's	[-]	progressing				[-]	Quarterly Status Explanation		
							Planning Next Steps		
4 Grant \$ received	[-]	a little below target				[-]	Quarterly Status Explanation		
		new grant is submitted. Intern to develop a time line for ongoing submissions					Planning Next Steps		
5 % Customer satisfaction with first contact							Quarterly Status Explanation		
		on hold for the year					Planning Next Steps		

Accreditation Dashboard									
		Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
Provide a brief explanation of a measure's Quarterly Status in the <i>Blue Cells</i> and describe the Next Steps for the measure in the <i>Tan Cells</i>									
Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status				
1 WFD plan is reviewed	focus is on accreditation					Quarterly Status Explanation			
	Expected to complete after July					Planning Next Steps			
2 Stakeholder Satisfaction Surveys	preliminary questions are being gathered					Quarterly Status Explanation			
	Expect to have intern complete also allowing for confidentiality					Planning Next Steps			
3 % of Healthy Habits Healthy You meetings attended	[+]					Quarterly Status Explanation			
	on track					Planning Next Steps			
4 # QI projects completed per year	project started and in process					Quarterly Status Explanation			
	will complete by July and begin BOH new member orientation project					Planning Next Steps			
5 upload complete	at 97%					Quarterly Status Explanation			
	Intern will assist with review. Expect to upload by July.					Planning Next Steps			

Fiscal Tracking Dashboard									
		Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
Provide a brief explanation of a measure's Quarterly Status in the <i>Blue Cells</i> and describe the Next Steps for the measure in the <i>Tan Cells</i>									
Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status				
1 Financial training/education to BOH	[+]	on target for the qtr				[-]	Quarterly Status Explanation		
							Planning Next Steps		
2 Financial information presented to the community	[+]	annual report				[~]	Quarterly Status Explanation		
		on target for the qtr					Planning Next Steps		
3 Increase reserve funds	[+]					[+]	Quarterly Status Explanation		
		continue to evaluate this measure and how to effectively measure					Planning Next Steps		
4 Days from issue of PO until order placement	[+]					[+]	Quarterly Status Explanation		
		evaluate this measure and how to effectively measure					Planning Next Steps		

Outreach Dashboard									
		Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
Provide a brief explanation of a measure's Quarterly Status in the <i>Blue Cells</i> and describe the Next Steps for the measure in the <i>Tan Cells</i>									
Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status				
1 Increase # of newborn visits - all visits	[+] above target				[-]	Quarterly Status Explanation			
						Planning Next Steps			
2 Increase # of contacts (calls and visits) with existing CMH families	[+] above target				[-]	Quarterly Status Explanation			
						Planning Next Steps			
3 Increase # of new CMH clients	[+] above target				[-]	Quarterly Status Explanation			
						Planning Next Steps			

WIC Dashboard								
 Champions of a safe and healthy community Logan County Health District 310 S. Main St., Danvers, CO 81713 PH: 970.724.8040 FAX: 970.782.6700	Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
	Provide a brief explanation of a measure's <u>Quarterly Status</u> in the <u>Blue Cells</u> and describe the <u>Next Steps</u> for the measure in the <u>Tan Cells</u>							
	Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status		
1	# of obese children in WIC		[+]				[+]	Quarterly Status Explanation
		on track						Planning Next Steps

Environmental Health Dashboard



Program
Dashboard

Measure
Definitions

Data Entry

Action Plan

Reporting
Tool

To Update
For a New
Year

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User Guide

Provide a **brief** explanation of a measure's **Quarterly Status** in the **Blue Cells**
and describe the **Next Steps** for the measure in the **Tan Cells**

Key Performance Measures		2017 Quarter 1 Progress		2017 Quarter 2 Progress		2017 Quarter 3 Progress		2017 Quarter 4 Progress		End 2017 Status	
1	Reduce average miles driven per inspection	[~]	out of county education mileage							[~]	Quarterly Status Explanation
			continue to monitor								Planning Next Steps
2	100% of new wells sampled, inspected and approved	[-]	Because of how the applications fall and the allotted time to complete this appears behind for this quarter but it will catch up							[-]	Quarterly Status Explanation
			Expected to be on track next quarter								Planning Next Steps