

**LOS ANGELES COUNTY – DEPARTMENT OF MENTAL HEALTH
QUALITY IMPROVEMENT COUNCIL (QIC) Minutes**

Type of Meeting	Departmental Quality Improvement Council	Date	December 8, 2008	
Place	695 S. Vermont Ave., 15th floor	Start Time:	9:00 a.m.	
Chairperson	Martha Drinan, RN, MN, APRN	End Time:	10:30 a.m.	
Co-Chair	Carol Eisen, M.D.			
Members Present	Anahid Assatourian; Ann Marie Stephenson; Bertrand Levesque; Carol Eisen; Christine Williamson; Erica Melbourne; Gassia Ekizian; Gloria Lara-Vasquez; Jessica Wilkins; Joshua Cizek; Julie Valdez; Kimber Salvaggio; Leslie Shrager; Maria Gonzalez; Monika Johnson; Norma Fritsche; Peter DeGyarfas; Paul Arns; Rashied Jibri; Richard Hoskins; Scott Hanada; Susan K. Crimin; Sylvia Guerro; Tara Yaralian; Terra Mulcahy; Vandana Joshi; Vivian Matsushige			
Excused Members	Lupe Ayala; Rebecca Hall			
Absent Members	Adele Kelso; Aelyen Yoon; Ann Lee; Albert Thompson; Alex Medina; Cindy Coones; Day Sakeda; Eduardo Vega; Elizabeth Fitzgerald; Gerald Ko;; Jaime Nahman; Jerry Lubin; Jim Randall; Laquita Suggs; Larry Wicker; Lisa Delmas; Lori Dobbs; Margie Borjon; Marilene Campbell; Mary Ann O'Donnell; Michelle Hernandez; Nancy Kless; Rocio Ortiz Gonzalez; Wayland Chan;			
Agenda Item & Presenter	Discussion and Findings		Decisions, Recommendations, Actions, & Scheduled Tasks	Person Responsible & Due Date
Call to Order & Introductions	The meeting was called to order at 9:00 am.		Introductions were made.	M. Drinan
Review of Minutes	The minutes of October 8, 2008 were reviewed and approved with the requested changes.		Corrections were made.	QIC Membership

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SA QIC Liaison Reports	SA 1: Marilou Jogilon presented on new Medication Forms. Meeting to be conducted every other month. Developing relevant FAQ's for QA/QI.	Sending regular notices, announcements to their providers re: QIC meetings in order to increase attendance & participation.	S. Crimin
	SA 2: Last meeting was well attended. Child & Adult QIC meetings to be merge once or twice a year.	Next Children's QIC meeting: 12/18/2008.	K. Salvaggio
	SA 3: Mr. Donald Miller presented on Deficit Reduction Act. Very good presentation meeting was well attended. Also a QI project was discussed.	Next meeting Paul McIver will speak on AB3632 Audits.	B. Levesque
	SA 4: J. Ciszik attended a National Behavioral Health presentation in Philadelphia. The SA 4 group agreed on a QI project to improve training for staff.	December is dark.	J. Ciszik
	SA 5: Sukeda and Nina from the Auditor- Controller's Office gave a presentation. It was well attended. A discussion focused on ethnicity and other demographic data.	N/A	M. Johnson
	SA 6: In the last two meetings, discussed the importance of QIC attendance. Planning and preparing for two trainings on QA/QI for 2009.	Trainings are being set up to ensure agencies have a QIC procedural manual including knowledge of QI Work Plan and participation opportunities in SA QIC. The QA training is to assist with documentation requirements and challenges.	K. Spears
	SA 7: No report.	Written report submitted after meeting. See attached e-mail as an amendment.	L. Ayala

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<p>SA QIC Liaison Reports cont.</p> <p>Children's Countywide</p> <p>EQRO Site Visit</p> <p>Performance Outcomes Report</p>	<p>SA 8: The QIC Project Field Base Satisfaction Survey was repeated. Clinicians were able to discuss the surveys with their clients.</p> <p>Next meeting: December 16, at 1:30 – 3:30 pm. Paul McIver will present valuable information on the EPSDT PIP.</p> <p>The EQRO Site Visit will be from March 30, - April 2, 2009. Service Areas 1 and 4 are scheduled to be reviewed. A Telephone conference call with the District Chiefs for Service Areas 1 and 4 will be conducted prior to the Site Visit to complete the logistical arrangements.</p> <p>Report completed November 2008.</p>	<p>Total tallying to be completed by January 2009. Clinicians agree that discussing survey results with their clients is a very good idea. Dark in December.</p> <p>All Child/TAY providers encouraged to attend.</p> <p>The requested documentation is being collected. Memos with the information have been distributed.</p> <p>Placed on the DMH LACounty Internet Website as well as Program Support Intranet Sites. Please find the link below.</p> <p>Intranet – Data http://dmhhqportal1/sites/ppsb/DT/default.aspx</p> <p>Intranet QI http://dmhhqportal1/sites/ppsb/QI/Site_Pages/Quality%20Improvement%20Documentation%20Site.aspx</p> <p>Internet http://dmh.lacounty.gov/cms1_114768.pdf</p>	<p>S. Hanada</p> <p>M. Drinan</p> <p>M. Drinan V. Joshi</p>

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Cultural Competency	Every SA has a Liaison attending the meeting except for SA 6 at this point. 3,600 Cultural Competency Assessment Surveys were received. Meeting is on the second Wednesday of every month.	The Results of the Organizational Assessment draft report to be completed by the end of December.	T. Yaralian/R. Hall
Handouts	<ul style="list-style-type: none"> ➤ Survey Translation, State DMH Letter to Robin Kay dated Oct. 22/2008. ➤ State Performance Outcomes Report ➤ Response Rate by Legal Entity (Youth & Family) ➤ Summary Report of Accessibility Domain for Test Calls to 24/7 Toll Free Access Line ➤ Departmental QIC Monthly 2009 Calendar 		
Adjournment	The meeting adjourned at 10:30 a.m.	N/A	N/A
Next Meeting	<p style="text-align: center;">January 12, 2009 9:00 a.m. – 10:30 a.m. 695 S. Vermont Ave. 15th Floor Large Conference Room</p>	N/A	N/A

Respectfully Submitted,



Martie Drinan, RN, MN, APRN