

HL-Book Club

Data Ability Team Meeting Agenda  
November 15<sup>th</sup>, 2016  
3:15 pm

Attending: Sarah L, Anna M, Deb R, Jenna M, Haddy S, Debbie G, Katie W, Kris K, Maureen T

**1. Announcements/Discussions**

- a. Attendance award for October - Jenna 😊
- b. Positive Recognition Drawing
- c. AWESOME teamwork everyone!
- d. Route
  - i. Keep bus backpack next to you so the phone is accessible
  - ii. As we get into winter and with the additional stops, we need to be ready to start loading by 1:45pm at the latest
- e. Thanksgiving potluck on Friday, signup sheet on whiteboard
- f. Closed next week Thurs/Fri – will need to complete holiday time in Care Director for Thursday, but not Friday - *People Supported*
- g. CD Dashboard "Payroll Work Entry and Attendance" *"Billing-Submission"*
- h. Other announcements/discussion topics?

**2. Monthly Training**

- a. Star Training – Fraud for DSPs
  - i. Monday, November 21<sup>st</sup> sign up

**3. ~~Star~~ Next meetings December 20th**

4. Hailey gives speech

Caseload Breakdown

**Katie:**

- BH:
- RN: *28th - Self Advocacy*
- LZ:
- DC:
- TB:

~~Debbie G:~~

- JP: *new house, loving it! No anxiety or tears, smooth transition*
- CJO: *visited last week, doing good, possible return this winter*
- NJ: *losing his place, post its arrows*
- JC: *doing well*

**Deb R:**

- CB: *fall this morning, no pain currently*
- AH: *no concerns*
- TB: *BM tracking*

JT: bathroom before lunch - breakdown, Gu x2  
thats not appropriate

Haddy:

KL: loving the mosaic project!  
TR: very jovial lately  
LM: lil mentoring w/ KW  
MW: no concerns

Jenna:

MR: keeping attendance goal @ annual  
HB: cont to ~~work~~ work w/ Hailey  
DT: wells Fargo - mentor w/ Jenna  
SM: Shower goal back, more negative attitude, likes sitting  
next to matt, new group on thurs

Kris:

KW: Right/L/U/Down arrows  
AR: loving new house, sore from sling  
CG: new driver, questionable  
LP: on vacation in South America

Anna:

JR: no concerns  
HL: locking up purse, stealing accusation  
VP: mid Dec trip

Sarah:

EP: no concerns, anti-biotic, to BMS  
CJE: wet yesterday, light box at desk

After the annual meeting, please remember to make a copy of the updated Standing Order Med Sheet and Seizure protocols and put in the medication book, Copy of new CSSP Addendum, SMA, and IAPP in the RMP book, and a copy of the outcomes in the Outcome book to be signed at the next staff meeting.

• Fix-up

• JT's Keyboard

• email Patty

• Bathroom schedule

• Calendar for bathroom