Data Ability Team Meeting Agenda
December 8, 2011
3:15 pm

Attending: Megan M, FatouC, TAWebb, Anna G, DebbieG , MaureenT, Deb R, Katie W

Party Jan 4th

Announcements: 1. Happy Holidays to all! Seems like it was just Christmas 2010!
2. Cummins Scanning Data Entry Job-Finally. Plan to train in SM, CG (prep) KL, KH, LP, initially, then those needing adaptive tech, JG, LM, NJ, ...?????

1. Staff review of changes: including new outcome training, changes in Outcomes and Risk Management Plans, and health and safety concerns. **Sign outcomes in outcome book.**

Caseload breakdown.

Medium Deb

PB: Absences/confidence?/meals?

LP:

TR iphone and ipad!!! Two messages per day (=8) for internet reinforcer. Timecard (informal)

CB: New Goals?

Debbie G

JG:

CJO: Back at 3 days per week. Hold on.....new chair in for repair. He will stay at home until it is fixed. 1 week? Bathroom Chair - uncomfortable

JC: In a play on 12/11.

NJ:

Fatou

VP. Cummins Training attempt. Vish has guide lines not to ask staff for help until he makes attempts.

EP:

CG:

TAW

MR:

JT: Device not working

Megan: ☹ Vertex on hold in St. Paul.

SM: Will train on data entry/document prep Cummins job.

HB: Toured Pinnacle supported apartment.

RN:

NT: .

Maureen

LM:

MW:

JlP: Bus troubles and plan.

TV:

Anna G

KW: ECO arrival. Hurray!

KH: Grandmother passed/a little unfocused

CJE: Pity Party Search

KL: After Lunch waiting for Scan job
working on cards

Katie:

SS- Great
DC Great
BH - better
LZ - boils in armpit
MS - Clipped in his chair
TB - New chair
Driving well

2. Safety training: Snow/severe weather/ Utility emergency WCCO
   No lights / work floor closed / Tranportation
3. Discussion:
   Holiday party for the clerks?
   Take it away Debbie and Livescribe.
   Ish. Stinky fridge. I will be happy to toss things on Fridays before I go. If not labeled with name and date, they will go (other than condiments.) ? If in fridge for 2 weeks past date on label, they will go-containers included?
   Bathroom rotation?
   Communication guidelines.

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