

Data Ability Team Meeting Agenda

March 31, 2015

3:15 pm

Attending: Sarah L, Anna G, Deb R, Dylan C, Debbie G, Kelly M, Colleen V, Katie W, Maureen T

1. Announcements/Discussions/Reminders

- a. February Attendance Award: ★Katie W★
 - i. 3 attendance awards = gift card
- b. **Reminder:**
 - i. Clerks with devices – make sure the device is on, all buttons are connected, device is working aka not frozen before requesting they use it
 - ii. Lunch – let's keep making sure all clerks get in to lunch (JT, girls in the clerical room, DT when up front, etc.)
- c. **St Patrick's Day Talent Show was a hit! Thanks to all!**
- d. **VA report on LP earlier this month** – we need to visually confirm that a clerk has been picked up by Metro/residential staff/family
- e. **Danelle's last day is May 1st**
 - i. She will start telling participants that she's leaving in April
 - ii. Art WILL continue, clerks may need assurance (KW, NJ especially)

2. Monthly Training

- a. Seizure Care Quiz *Due 17th April*
 - i. Please return to Sarah by April 17
- b. Seizure Reports

Caseload Breakdown

Katie W:

BH: Move successful, some anxiety from the move/Ativan withdrawal, Annual

RN:

LZ:

MS: *LOA*

DC: issues with cell phone

TB:

Debbie G:

JP: *male/female cell - What Questions*

CJO: annual today – new goals *Quarterly Summary 2days*

NJ: annual – new goals, recent hospital stay *boards - numbers from Pentair*

JC:

Deb R:

CB: bathroom assistance

PB: continued absences

AH:

Dylan C:

VP: *No Number goals - encourage staying focus*
Two Full Sentences in mentoring class

TR: upcoming annual *Two Full sentences in menton*

LM:

MW: FL vacation, huge increase in card production! ☺

Colleen V:

MR: featured in an exhibit to legislatures!

HB: falling – new safety plan, doorbell on DataAbility door

DT:

SM: chair updates? *email about camp – Spending easter w/mon*

Kelly M:

KW: *calculator, Proof reading – Sentence Structure*

AR: our TV star! *Train on Fridays*

CG:

LP: new goals

Anna G:

MS:

HL: still on leave of absence (?),

KL: standing order confirmed

JT: new house manager

Sarah L:

EP:

CJE:

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