

IT tickets
P Recognition

Data Ability Team Meeting Agenda

May 6, 2014

3:00pm

Attending: Sarah L, Anna G, Debbie G, Deb R, Jane H, Dylan C., Katie W, Colleen V, Maureen T

1. Announcements/Discussions

- a. Welcome Colleen!
- b. More Cummins to work on!
- c. Birthday Club? — *every month for routine*
- d. Office Switch ✓

2. Some great help with lunches, a BIG thank you to everyone for pitching in!

3. New Risk Management Paperwork – 3 for 1

4. Timecards – please note when clerks are picked up by staff

5. Updated VA report policy and form

Caseload Breakdown

Debbie G

JP: — *encourage her to eat banana*
 CJo: *New device*
 NJ: recovering from 2nd shoulder surgery *email mom/gsk about NJ*
 JC: new 12pm medication *Will teach a class about email from iPad*

Deb Ripp

TV: *complaining about shoulder pain*
 CB: *sliding seat/broken seatbelt? — mark down breaks*
 CJe:

Jane Hartje

MW: — *Matt and Tina sit next to each other*
 JT:
 CG:
 LP:

Dylan C

VP: — *Weekly talk w/ Dylan...*
 TR: *liking the cooler spreadsheets*
 LM:

Colleen V:

MR:
 SM: *250*
 DT: *training on a clerical Wells Fargo job — receipt quality checking*
 — *HB: new plan for increase in falling/unsteadiness, tracking*

Anna G:

MS:
 AR:

HL:
KW:
KL:

Sarah L

PB: recent family deaths (mother/uncle) ☹
EP: upcoming annual, doing great!

Katie W

BH: new "cleanliness" goal
RN: difficulty concentrating lately
LZ: using a walker?
MS: health update? *med leave*
DC: upcoming annual
TB: recent visit to the Emily Program

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 in the Outcome book to be signed at the next staff meeting.

