

AQIP WORKGROUP MINUTES
August 20, 2008

Attendees: Sean Dunleavy, Lynne Stauff, Mary Kushion, John Robertson, Kanchan Lota, Barb MacGregor

Teleconference: April Swartout, Tim McCulloch , Steve Kuntz, Michelle Thorne, Fred Benzie

The meeting was convened by Mary Kushion at 9:35 am at MPHI.

- I. Welcome and Introductions: Mary Kushion
- II. Review/Approval of Minutes: Minutes from April 16, 2008 were approved as written. Sean Dunleavy volunteered to take minutes.
- III. Current Quality Improvement Issues – K. Lota
 1. Discussed the Review Evaluation quarterly report. Kanchan Lota provided an overview.
 2. Peer Observer Program – No update as there were no new Peer Observer evaluations submitted since the last report.
 3. Missed Indicator Report
Lota provided an overview of the missed indicator report.

A review of the QI Supplement for Powers and Duties was discussed and the following comments are listed below.

MPR 1

- Increase focus of this area on needs of employees (internal customers) as it's mentioned in the introduction and important for a cultural change.

MPR 2

- Evaluation appears too program based. Suggest that it be more centered on evaluating and improving agencies organizational capacity (like MLC-2).
- How many examples are needed to meet the indicators?
- Consider explaining the difference between QI and program evaluation.

MPR 3

- 3.1 - Wondered what was the benefit of a QI policy? As sometimes a policy isn't always used, followed or implemented

- IV. Multi-State Learning Collaborative: Lota reported that an RFP has been sent to each of the 45 LHD's in Michigan inviting them to apply to participate in the MLC-3 project. 4 LHD's have been selected to conduct quality improvement projects at their health departments. The LHD's will be part of mini-collaboratives to share experiences with their peers. The health departments selected are: Saginaw, Washtenaw, Muskegon and Delta-Menominee.

The two areas to be covered are: Health Improvement Plan and Reducing Risk factors for chronic disease.

- V. MLC3 will be providing a two day seminar Sept. 3 & 4 to help provide tools and resources for the QI project. This will include providing mentors to the participating LHD's. AQIP members will be invited.

VI. Other business:

- a. K. Lota requested information from the group regarding the On-Site Review Report notification letter that is sent to LHD's announcing their report is available on the accreditation website and contains a password to access the report. She inquired as to why MALPH gets a copy of the letter. MPHI will look at if it is possible to notify MALPH staff when they send out the reminder email to local health departments asking them to complete the review evaluation.
- b. K Lota reported that MPHI is developing an evaluation survey for Cycle 3 for both local and state staff to complete. K. Lota will be emailing it to the group for review and comment within the next few weeks.

- VII. Next Meeting: October 8th, 2008 at 9:30 a.m. at MPHI.