

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD
OUTCOMES COMMITTEE
MINUTES OF MEETING
November 30, 2010

Approved

Committee Members Present: Thomas Kirts, Donna Schoenfeld, Jane Dargatz, Cindy Luxton

Other Persons Present:

Office staff: Mark Parrish, Kathy Ostdick

1. CALL TO ORDER

Dr. Kirts called the meeting to order at 7:02 a.m.

2. AGENDA APPROVAL

Ms. Dargatz moved to approve the amended agenda; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.

3. MINUTES

Ms. Dargatz moved to approve the minutes; seconded by Ms. Schoenfeld. The motion passed unanimously on a voice vote.

4. DIRECTOR'S REPORT

There was no director's report at this time.

5. REVIEW OUTCOMES TRAINING

Mr. Parrish reported that the training was well received and well attended. Linda Moser from Safe Passage did not attend, but her CFO was present. Information from the presenter was useful. People engaged very well in the overall group discussion, small group discussion, and individual time to work on separate issues. Ms. Luxton said Sharon Mills did a nice job walking people through the process and stated that the process is as important as the outcomes themselves. Ms. Luxton discussed the two forms that were presented at the training, a program logic model and an outcome measurement framework chart. These were the two forms that people worked on during the day. It was discussed how these were different from our APR form. Ms. Mills discussed how agencies could use her forms to produce the documentation on our APR form.

Ms. Dargatz said she felt the difficulty was that some agencies were farther ahead in the process than others.

The training evaluation tally form was discussed. Ms. Luxton asked if the training was conveyed to the agencies as mandatory. Mr. Parrish replied he had not said that. Ms. Luxton said she would have preferred that Ms. Mills utilize her power point more.

Ms. Luxton thought the comment that stated that a participant wished the board could have taken some time to discuss what the board required on the APR form was important. Ms. Luxton went on to suggest that the office could hold an open meeting for an hour or so when the grant applications go out so agencies could come in for some instruction on filling out the form.

The committee discussed that Ms. Mills' forms were for each agencies internal use so they can tally their outcomes and then report those outcomes to us on our APR form.

Dr. Kirts brought up again whether we needed to address the comment about the meeting being mandatory. It was decided that the Outcomes Committee did not need to follow up, but Ms. Luxton suggested that the Executive Committee should discuss whether any meetings should be mandatory.

6. REVIEW AGENCY DIRECTORS OUTCOMES FORM

Mr. Parrish presented his revised quarterly meeting letter and form. The committee discussed the intent of the form and the column titles. Ms. Luxton was concerned that the examples for each column were number driven.

A discussion took place as to the middle column which stated "anticipated annual outcome" and Mr. Parrish said that was the goal for the year, and the right hand columns would be the quarterly results to get to the annual outcome.

A discussion took place on the layout of the quarterly reporting form. Mr. Parrish will make the suggested changes.

7. DISCUSS OUTCOMES EVALUATION FOR CMHB

Tabled.

8. DATE OF NEXT MEETING: 1/4/11 at 7:00 a.m.

9. ADJOURNMENT

The meeting was adjourned at 8:07 a.m.

Respectfully submitted,

Thomas Kirts, Chair

Kathy Ostdick, Recording Secretary