

Avatar Process Improvement Meeting Agenda

2/25/2021

9:00-10:00 AM

Microsoft TEAMS Meeting

Meeting Identity and Mission:

Inclusive, collaborative, **agenda driven** Continued *Process Improvement* meeting focused on new state and federal requirements, as well as improving client care and staff experience.

Opportunity to:

Share both our voice and needs to impact processes & procedures, create and modify forms, reports and widgets

Commitment to:

Bring information back to the groups we represent, gather input and test current projects to ensure they meet our needs

Meeting Website

[Avatar Resources / Meetings](#)

Get Involved!

- To add agenda items, contact Melissa.McCuiston@santacruzcounty.us
- Per County Virtual Meeting Protocols - keep your camera on at all times and mute your microphone except when you are speaking

Agenda Items	Time	Comments	Staff
1. Good Morning!	10	<ol style="list-style-type: none"> 1) Housekeeping items – Camera use and please remember to mute your microphone. 2) Any changes to the minutes from last meeting? 3) Project List <ol style="list-style-type: none"> a. Any items for discussion b. Any additions or deletions 	Melissa All
2. Announcements 3. Project Status and updates	5 20 20	<ul style="list-style-type: none"> • Announcements: <ul style="list-style-type: none"> • ED Alerts Info Notice complete • Consent Tracking, ROI Tracking & Potential Widget <ul style="list-style-type: none"> • Discussion: Is this form useful enough to justify the work? • Discussion: would it be usable by all programs to replace their releases? • Discussion: Spanish / SUDS considerations • Next Steps • Homeless Indicator Data Cleanup and Capture <ul style="list-style-type: none"> • Workgroup Meeting status update and Discussion • Next Steps 	Nancy All Adriana/All
4. Action Items	5		All

5. Parking Lot		ODS Pre-Admit Form	All
Next Meeting:	March 11, 2021 9:00 am		
Attendees:			