

Avatar Process Improvement Meeting Agenda

Meeting Date

Friday, 4/19/2019

9:00-10:00 AM, 1400 Emeline, Conference Room 207

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 policy, create and modify forms, reports and widgets

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

Agenda Items	Staff Area	Notes
Testing Skype Meeting: https://meet.lync.com/santacruzcountyca-co/barea/H9S2GDRS		
1. Creating Pending notes report	All staff	<ul style="list-style-type: none">• What parameters for user, Date? Staff? Supervisor? Client? Other?• Draft and Routed? Only Routed not signed?• Mock desired Report output
2. Client Alerts	All Staff	<ul style="list-style-type: none">• Share current Client Alert analysis.• Describe Custom vs Dedicated Alert Type• Explore use case scenarios
Next Meeting:	Friday 4/26/19 in Room 207, 1400 Emeline 2 nd Floor	
Web Conference link: https://ocean-aacca.co.santa-cruz.ca.us/354235		Meeting ID code: 354235 Phone: (831)454-2222
Attendees:		