

Action Item Report

Avatar Improvement Meeting: Homeless Indicator

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
2/11/2021	3/4/2021	Adriana	Identify and Schedule Workgroup to work on recommendations for use, training and workflows
1/14/2021		Adriana / Workgroup	Develop Plan to capture historical data in other ways from Avatar System
1/14/2021		Adriana / Workgroup	Develop process/procedures to ensure that the homeless question is being answered consistently

Avatar Improvement Meeting: Melissa's Action Items

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
1/28/2021	3/4/2021	Melissa	Add Excel Swimlane Workflow Template to Teams
1/14/2021	3/4/2021	Melissa	Update Workflow Template with Shape Legend

Avatar Improvement Meeting: ROI Consent Tracking

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
2/11/2021	3/4/2021	All	Everyone - Consider questions raised in meeting regarding converting to Spanish, SUDS and determining if this form may be useful enough to justify the project

Tasks: Project Listing

<u>AssignDate</u>	<u>DueDate</u>	<u>Assigned to</u>	<u>ActionDescription</u>
2/11/2021	3/4/2021	Everyone	Everyone: Look over the action item report and let Melissa know any Adds, Deletes or Changes for discussion next meeting

