

**DATA COMMITTEE
MONTHLY MEETING MINUTES
December 5th, 2018 – FINAL**

Agenda Item / Discussion	Action /Follow-Up
<p>I. Call to Order / Introductions Committee Chair, Cmsr. Joe Metro, called the meeting to order @ 3:08pm</p> <p><u>Members Present:</u> Chair- Cmsr. Joe Metro, District V Cmsr. Sam Yoshioka, District IV Cmsr. Barbara Serwin, District II Cmsr. Doug Dunn, District III</p> <p><u>Other Attendees:</u> Warren Hayes, Mental Health Services Act (MHSA) Program Manager Sarah Kennard, Executive Assistant to the Mental Health Commission</p>	<p>Complete Audio Recording available from Executive Assistant</p>
<p>II. PUBLIC COMMENTS- none</p>	
<p>III. COMMITTEE CHAIR ANNOUNCEMENTS/COMMENTS- none</p>	
<p>IV. Approval of November 7th, 2018 minutes.</p> <ul style="list-style-type: none"> • S. Yoshioka moved to approve the minutes, seconded by B. Serwin. • Vote: 4-0-0 Ayes: S. Yoshioka, B. Serwin, J. Metro (Chair), D. Dunn Abstain: none Absent: none 	<p>Agendas and minutes can be found at: https://cchealth.org/mentalhealth/mhc/agendas-minutes.php</p>
<p>V. DISUCSS updates to current draft of data dashboard model- with Warren Hayes, MHSA Program Manager</p> <ul style="list-style-type: none"> • W. Hayes introduced the discussion by noting that the initial draft of the quarterly report may evolve into a much more expansive format with performance indicator overviews accompanied by in-depth appendices. For future versions, the Executive Assistant will collect supporting documentation for these established indicators and provide analysis to identify interconnected, co-dependent metrics. • W. Hayes discussed the Rapid Improvement Events that are being conducted, which address more system-type improvements. They are also starting a follow-up evaluation process that will assess durability of implemented tools, documents, measures. B. Serwin discussed the importance of understanding not just service performed, but also how to measure and impact the no-show rate for individuals who are scheduled appointments through the Access Line and the clinics but do not attend. W. Hayes stated that this document can always add some description or trend analysis. B. Serwin also discussed that this document could also eventually evolve into multiple reports that highlight more data and groupings. • S. Yoshioka expressed his concern with generating and implementing a data product that only measures Contra Costa County. W. Hayes stated that in talking with State Measurements Outcomes and Quality Assurance (MOQA) there is not an existing product to adopt. There is significant funding being expended statewide in developing management information systems, which could eventually include a standardized product. B. Serwin inquired as to why there has not historically been a Management Information System (MIS). W. Hayes stated that there is a program, InsystPSP, which only allows for data 	

<p>transfer from county to state. This mainframe application does not allow for report generation or intermediary level review. A majority of counties went to Avatar as a Mental Health Electronic Health Records System, which had a MIS component. Contra Costa implemented EPIC, which manages physical healthcare records and mental healthcare records, but does not currently have an MIS component.</p>	
<p>VII: Adjourned Meeting at 4:25pm</p>	