



Action Council Meeting

Date & Time: September 20, 2023, 2:00pm to 4:00pm

Notes

2:00pm: Welcome and Introductions (30 minutes)

Notes:

- Welcome to our new Council members
 - 6 new Action Council members
 - 4 new Family Council members
- Region 19 Team introductions
- Action Council members introduced themselves and shared their background

2:30pm: Group Agreements (20 minutes)

Notes:

- Overview of Mission and Vision
- Overview of Group Agreements
 - Council members were given the opportunity to add to the group agreements.
 - No additional Group Agreements were added at this time.
- We ask Council members if they are not able to attend a meeting to not send substitutes.
 - Notes will be sent to all Action Council members.
 - Valerie will be available if anyone wants to schedule a meeting for a recap.

2:40pm: RNA Addendum Updates (15 minutes)

Notes:

- Overview of our last year
- Overview of Year Two
- An Addendum will be made to our RNA in October
- Following addendums will be made:
 - Transportations Barriers
 - Healthcare Vaccine Access
 - DCFS staffing Policies
- If there is anything Action Council members feel is missing for our Addendum please reach out to Valerie , vvarju@birthtofiveil.com

2:55pm: Year 2 and CQI (45 minutes)

Notes

- We will take Recommendations from our RNA and Create an Action Plan
- Later in the year we will shift our focus around mental and behavioral health.



- Continuous Quality Improvement(CQI)
 - Method used by organizations to make things better and more efficient over time. It involves constantly looking for ways to improve, focusing on making small, incremental changes to implement change over time.
 - Ultimate goal is to help answer key questions
 - CQI Model has 4 different stages
 - Plan→ Do→ Study→ Act→ Repeat
- Action Council members participated in a CQI activity and reported on their activity
- Overview of why we are doing the CQI Model
- Brief overview of our Action Plan
 - The action plan will include the top 2-3 recommendations from the Regional Needs Assessment

3:40pm: Meeting Cadence 5 minutes)

Notes

- Moving forward we will only have one Action Council meeting per month
- Each Workgroup will meet once a month
- Action Council and Family Council members will come together to work on these Workgroups.
- We will not have an Action Council meeting in December but Workgroups will meet
- Final Action Plan is due February 2, 2023
 - In January we will finalize our plan to present

3:45pm: Next Steps (5 minutes)

Notes:

- Review the Region 19 recommendations and identify your top 3 recommendations for action planning
- If at any point questions or comments arise, please reach out to Valerie vvarju@birthtofiveil.com

Next meeting: Tuesday October 3rd, 2:00pm to 4:00pm