Minutes

Committee: Performance Monitoring Committee

Date: 06/29/2023

Duration: 2:00p – 3:30p

Meeting Place: Zoom virtual meeting

Attendance:

P = Present
TC = Attended via Dial in
A = Absent

Performance Monitoring Committee Members							
	Alma Gonzales		Caitlin Bayer Knoedler	P	Candace McGary		Donna Ware
P	Dylan Shubitz	P	Lauren Stott		Leticia "Tish" Mocyzgemba		Nathan Smith
	Robert Kingham		Steve Harrel	P	Akram Al-Turk		Elizabeth Baker
P	Gary Pollack		Andrew Willard				
Co-Chairs							
P	Liz Schoenfeld		Nirav Shah				
Other Community/Guest Members							
P	Andrea Miller						
ECHO Staff							
	Joseph Montano		Preston Petty		Maya Beit-Arie	P	Whitney Bright
	Mariana Krueger	P	Meagan Biscamp	P	Sara FUetter	P	Claire Burrus

AGENDA			DISCUSSION	ACTION ITEMS
I.	**Item 1** **2:00pm – 2:15pm**	Liz Schoenfield	*General Updates* ☐ Leadership Council Roadmap Timeline 　o Leadership council revisiting and revamping roadmap 　o Roadmaps are nearing completion ☐ Recruitment Efforts 　o Wanting to tailor skills and representation to the work that needs to be done 　o Liz to send out survey to indicate which of lived characteristics represent each member 　o Recruitment efforts are underway due to certain members being voted off due to minimal attendance, as well as with the launch of the CE workgroup wanting to ensure we robustly organize it	
II.	**Item 2** **2:15pm – 3:15pm**	Akram Al-Turk, Andrea Miller, Claire Burrus	*Attendance and Committee Member Structure Discussion* ☐ System Performance Data Updates 　o Andrea Miller working with ECHO on a System Improvement Plan, and a Data Strategy Document ☐ Andrea & Claire Present Data Strategy Document 　o Where we're at regarding Data Strategy & KPI's 　o Project Milestones: 　　Devise Data Strategy 　　Define the KPI's 　　Develop the System Improvement Plan 　　Pilot the Strategy & Plan 　　Launch the System Improvement Initiative 　o Video uploaded to drive folder, refer to minutes 15:05-1:19:00 　o Next steps: 　　Finalize Data Strategy and KPIs 　　Finalize the system improvement plan 　　Pilot the system improvement plan based on 2-3 KPIs	

| III. | Item 3 3:15pm– 3:30pm | Liz Schoenfield, Lauren Stott | **_Workgroup Updates_**

☐ Scorecard Workgroup
    o Draft revisions for scorecard completed
    o Intensive sessions to follow, next meeting to be largely dedicated to proposing revisions to scorecard
☐ CE Workgroup Update
    o Working towards a structure that will get them to Performance Measurement for CE system
    o Conversations focused on entry into system: what elements of performance can be measured at the juncture of how people find out about and begin CE
    o Working with Claire to figure out what data is being collected that can contribute to that measurement or any other data that needs to be looked at | |
| **Adjournment** | | | ● ***Next Meeting: July 27,*** **2023 2:00PM – 3:30PM**; Virtual meeting via Zoom | |