



**GEORGIA ASSOCIATION OF COMMUNITY SERVICE BOARDS  
DATA ANALYTICS COMMITTEE  
JULY 16<sup>TH</sup>, 2024  
VIRTUAL MEETING MINUTES**



<b>X = present</b>					
<b>X</b>	<b>Chair- Tammy Conlin - Advantage</b>	<b>X</b>	<b>Legacy – William Huling</b>		<b>GACSB- Renee Millians</b>
	<b>Vice Chair- Angela Holt – Middle Flint</b>	<b>X</b>	<b>Bridge Health – Kelly O’Bryant</b>	<b>X</b>	<b>GACSB- Glyn Thomas</b>
<b>X</b>	<b>Advantage – Laura Alexander</b>		<b>McIntosh Trail- Brent Eberspacher</b>		
<b>X</b>	<b>Aspire – Lee Pavlik</b>		<b>Middle Flint - Laurie Hair</b>		
<b>X</b>	<b>Avita- Anne Campbell</b>		<b>New Horizons- Sherry Raya</b>		
<b>X</b>	<b>Clayton Center –Barbara June</b>		<b>Oconee- Michael Blackshear</b>		
<b>X</b>	<b>CSB of Middle Georgia- Stephen Smith</b>		<b>Pathways- Jade Benefield</b>		
	<b>Claratel – Chatele’ Chester</b>		<b>Pineland- Dawn Arnette</b>		
	<b>Douglas County – Patricia Henry</b>	<b>X</b>	<b>River Edge- Christy Hallman</b>		
	<b>Gateway – Whitney Eddins</b>		<b>Serenity- Michelle Broadwater</b>		
	<b>Georgia Pines- Dennis Addison</b>	<b>X</b>	<b>Unison- Trina Wheeler for Shonda Miller</b>		
<b>X</b>	<b>Highland Rivers - Jared Marlin</b>	<b>X</b>	<b>View Point Health- Gillian Mitchell</b>		
<b>GUESTS: Shirain Banner, Tod Deal, Reid Denson, Susan Gallagher, Bryan Hoffman, John Milne, Garrett Myers, Eric Naughton, Randall Newberry, Jonas Norman, Paivi Parssinen, Ricardo Pena, Terry Richards, Jason Wilkerson</b>					

<b>Agenda Items</b>	<b>Discussion</b>	<b>Action/Resolution</b>	<b>Responsibility</b>	<b>Due Date</b>
<b>Welcome/Call to Order</b>	Tammy Conlin, Committee Chair, called the meeting to order at 1.18 pm.			
<b>Roll Call</b>	The meeting was not Quorate with only 11 voting members and 14 guests present. Consequently, the meeting was informational only.			
<b>Approval of Agenda</b>				
<b>Approval of Minutes</b>				
<b>MHSIP and YSS-F behavioral health client surveys FY 2024</b>	Glyn Thomas asked for requests to amend the survey questions before he re-opened the surveys for FY25. Laura Alexander reported that the Diversity, Equity and Inclusion Committee at Advantage had noted that the gender questions in the surveys offer only “Male” or “Female” as answer options – which could present difficulties for some clients. She asked if there could be additional answer options such as “Transgender”, “Non-binary” and “Prefer not to answer”	GACSB shares client survey responses with DBHDD (to avoid redundant data gathering), and DBHDD in turn is required to submit the survey responses to SAMHSA. It was agreed that we should ask John Quesenberry at DBHDD if we could vary the gender question as suggested.	Glyn Thomas	July 19, 2024

<b>GADDSS IDD client and family surveys FY 25</b>	Glyn Thomas reported that there had been consideration of adding questions about access to IT and smart phones to this survey.	It was agreed to ask the IDD Ops Committee for their final recommendations on these additional questions	Glyn Thomas	Aug 27, 2024
<b>IT Survey for persons served: FY 25</b>	Glyn Thomas reported that he had provided links to this survey to the several CSBs who had requested them. He invited other CSBs to consider implementing this survey. Anne Campbell asked about the different ways other CSBs had implemented this survey. Jared Marlin reported that Highland Rivers had given out the survey in their Peer Groups Day programs. Kelly O'Bryant reported that at Bridge Health they were planning to use the survey as an indicator of SDOH, to meet CARF requirements, and to discover what different kinds of IT functionality (e.g., patient portal) clients would like to have to support or supplement their behavioral health services.			
<b>BHCC and CSU client experience surveys FY 24</b>	Glyn Thomas reported that he was ready to embark on the analysis and calculation of benchmarks for these surveys, but sought the advice of the committee on how to treat "Not sure / Not applicable" answers.	It was agreed that the "Not Sure / Not Applicable" responses should be excluded from the calculation of percent positive scores in the case of Question 4 (about medications) and Question 6 (about follow up appointments) where "Not Applicable" could be a valid reflection of the client's experience. Excluding these responses for the other questions might lose important information because "Not sure" could be a valid response to clients' experiences and outcomes of care. If necessary, further analyses could be undertaken subsequently if desired.	Glyn Thomas	Aug 1, 2024
<b>Co-Responder data options</b>	Glyn Thomas reported that the GACSB Co-response Focus Group had developed a reporting template to gather data each quarter on the numbers of service encounters provided by each CSB Co-response team.	Glyn Thomas to follow up with the Co-response Focus Group bring the template to the Data Analytics Committee for final review.	Glyn Thomas	TBD
<b>Critical Incident Data Options</b>	This topic and planned follow-up with DBHDD are part of the Transition Plan to move GACSB from support by Strategic Healthcare partners. No updates yet available.	Include collection and analysis of critical incident data in the forthcoming review of data projects by the Committee.	Glyn Thomas	July 19, 2024
<b>MTM Costing study and SPQM based pilot-update</b>	Anne Campbell reported that Randy Love is still working on the data security of a new data entry template and reporting platform which will include service costs as well	Anne Campbell and Glyn Thomas will report on any further updates to the Data Analytics Committee and User Group.	Anne Campbell Glyn Thomas	Aug 27, 2024

	as CSB specific reports of client and staff data. No new updates.			
<b>Data Analytics for CCBHC readiness – outcome measures</b>	No updates.			
<b>National Council Insights reporting.</b>	No updates – awaiting final discussion and approval of Data Sharing Agreement from National Council.	Add this project to the Transition Plan for GACSB operations after the end of the contract with Strategic Healthcare Partners. Next steps will be to finalize discussion of Data Sharing Agreement and take to GACSB Board of Directors	New GACSB Executive Director (when appointed)	TBA
<b>GACSB SPQM user Group</b>	No meeting in July.			
<b>Support for GACSB Data Analytics in FY 2025</b>	Tammy Conlin reported that the Board of Directors of GACSB had met on June 14 to start the process of planning the transition of GACSB support from Strategic Healthcare Partners. The Board had appointed Kristin Woodlock as interim Executive Director for GACSB (replacing Robyn Garrett) from July 6, 2024. The Board will take further decisions about GACSB activities and their support at the Board Strategic Planning Retreat (Aug 4 – 6, 2024). In the meantime, Strategic Healthcare Partners has offered a limited contract to support GACSB Data Analytics activities on a month-by-month basis, but this should not be regarded as a long term solution.	It was agreed that Committee members and others interested should review the current list of GACSB data projects, reporting their experience and views on the values of each. Glyn Thomas agreed to send out the list of data projects together with some comments and focusing questions. Responses from Committee members before the Board Retreat might be especially helpful	Glyn Thomas	July 19, 2024
<b>IDD Waiver Numbers survey</b>	Glyn Thomas reported that it was time to repeat this annual survey, which tracked the numbers of IDD Medicaid Waiver Clients served by CSBs. (CSBs have been concerned over the long term decline in these numbers.)	It was agreed to ask the ID Ops committee for any modifications they would like made to the survey and the data collection template.		
<b>Date of next meeting</b>	Tammy Conlin (Committee Chair) proposed that the next meeting be held on Tuesday Aug 27, 2024. Glyn. Thomas will be out of office on Aug 20 which would be the normal date (3rd Tuesday of each month).	Revised meeting invitation for Aug 27, 2024	Tammy Conlin	July 19, 2024
<b>Adjournment</b>	The meeting adjourned at 2.00 pm			