

**TASK FORCE:
Outcomes & Evaluation**

**ACTION MINUTES
3-26-08
Public Health Department, C103**

Attendance: Daniel Milei, Trina Boyce, Freya Schultz, and Nancy Vasquez

1. Welcome & Introductions

The facilitator, Nancy Vasquez opened the meeting by welcoming everyone. All introduced themselves. Given the small attendance, the group narrowed their focus of the agenda towards agenda item # 3A&B:

2. Building a baseline of Data Elements:

A. Discuss timeline for sharing county data with IT

Task force members discussed the status of the countywide database and the feasibility of having a “demo” ready for the next Leadership Council meeting on May 14th. Nancy asked if AOD/meth related data could be used rather than the Public Health data that was presented by Daniel last month. The group also asked /brainstormed the possibility of merging the ADP data with Probation’s data for the demo, given that this is the “heart” of the database. Daniel Milei, Trina Boyce, Freya Schultz, and Nancy Vasquez discussed some of the concerns (confidentiality) as well as some of the logistics involved in having the mini-database complete for the May 14th meeting. It was agreed that Daniel and his team would attempt to merge the two department’s data and have a demonstration of this at the next Leadership Council meeting on May 14th.

B. Confirm identifying qualifiers for countywide database

Trina Boyce and Daniel Milei discussed the possible identifying qualifiers (ie name, date of birth, etc) that could be used by both departments to help merge the data and decipher between the same clients. It was agreed that another meeting with data leaders from ADMHS and Probation would need to occur in order to get permission to release the data.

C. Action items were:

Action Item	Description	Completed
#1	Daniel will arrange for a meeting with data leaders from ADMHS and Probation to 1) get approval to move forward with the merge & 2) determine the identifying qualifiers (name, date of birth, social security number, etc) to be used for the database.	
#2	Daniel and his team will work on creating the mini-database for a demonstration at the next Leadership Council meeting on May 14 th .	
#3		

3. Conclusion

The meeting adjourned at 3:00 p.m.