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Date	December 16, 2009	Time	4:30 PM
Facilitators	John Prior & Rebecca Johansson	Note taker	
Attendees			
Welcome & Introductions			
Review of November Minutes			
Agenda Item	Topic and Discussion		
Item #1: Caregiver Survey	Review of Revisions to Caregiver Survey Implementation Plan: R. Johansson Report to Board; R. Johansson Revisions to Survey Instrument: P. Schaffer Cultural Competency Review Spanish Translation Security & Retention of Data		
Item #2 Youth Survey	Youth Survey Development: E. Chappelle, R. Johansson		
Item #3 Coaching Model & Curriculum	Update on program is developing a coaching model and curriculum, with the assistance of Dr. Bertram. <ol style="list-style-type: none"> 1) Focus on wraparound 2) Increasing fidelity across the board 3) Developing individualized training 4) Discovery Assessment 5) Revision to Plan of Care 		
Item #4 Program Performance Chart	Status of SOH Performance Chart: P. Schaffer		
Item #5 Flex Funds	Clarification of Flex Funds terminology – Cost benefit analysis being conducted by Beverly Pettway.		
Item #6 New Business			
Item #7 Next Meeting	Next meeting		