



Surveys will also be scanned. We will get a large thumb drive and be instructed on how to use the scanner outside the manager's office.

Goal is to have data analysis done by June, 2018.

**Focus Groups** Meredith led the discussion, she identified that students can help lead. The questions for the Focus Groups should come from the Eight Domains. Adele, Bernadette, and Meredith will develop draft questions. Bernadette will be away until the end of January 20<sup>th</sup> . There was discussion about the pros and cons of having homogenous vs. heterogeneous groups of providers. At the last meeting we had agreed to have mixed groups. Volunteers can be observer/ recorders. Perhaps sessions can be recorded for more accurate record keeping.

**Next Meeting: February 8, Thurs morning 9-10 AM.** The agenda will be one the Focus groups, Kathy will lead the discussion about provider groups to invite..

Recording

Susan Henderson