

Assessment Instrument Design Meeting Minutes

Meeting Date	02/21/2013	Meeting Leader	Brandy Byrd
Meeting Time	9:00am-10:10am	Meeting Scribe	Kathleen Haynes
Meeting Location	Siller's Building	Next Meeting	03/21/2013 @ 10:00am

Attendees:

Brandy Byrd	Trisha Hinson	Paulette Johnson		
Kathleen Hayes	Tracy Mulholland	Patricia Holton		
Charlotte Derrick	Christal Ford			
Margaret Brim	Ashley Lacoste			

Agenda: Assessment Instrument Design

A. Discussion

The use between the PAS and the I-CAP.

Should we incorporate both as one assessment instrument?

The use of 12-15 initial questions to decide on which program.

Looking at other states to see how they complete their assessment instrument.

B. Conclusions

Compare PAS and I-CAP to each other.

Complete a survey with our local AAA to verify what they feel our core questions should include.

C.

Action Item	Person Responsible	Completed/Needs to Be
Compare PAS & I-CAP	Brandy Byrd	Needs to Be
Survey for core questions	Brandy Byrd	Needs to Be
Survey for core questions	Charlotte Derrick	Needs to Be
Survey for core questions	Margaret Brim	Needs to Be