



**Public Health Accreditation Board (PHAB)  
Accreditation Leadership Team (ALT) Meeting Agenda**

**Meeting Arrangements**

Date: Thursday, April 28, 2016  
Scheduled Time: 10:00 – 11:30 AM  
Meeting Location: The RSA Tower, Training Room 980, Montgomery, AL  
Minutes of Last Meeting Refer to Handout #2 – Draft Meeting Minutes of March 24, 2016

**Welcome and Review of Agenda – Carrie Allison**

Documents

- Handout #1 – ALT Meeting Agenda

**Agenda Item 1: Approval of the Minutes from Last Meeting – Carrie Allison**

Review/Approval of Minutes of March 24, 2016 Meeting

- Draft was distributed by email and posted in the PHAB Documents section of the Employee Documentation Application (EDA) on March 24, 2016

Documents

- Handout #2 – Draft Meeting Minutes of March 24, 2016

**Agenda Item 2: Old Business – Carrie Allison**

Preparing for the Site Visit

- A newly projected documentation submission date: Early July 2016; PHAB deadline is August 24, 2016.

Documents

- None

**Agenda Item 3: Old Business – ALT Members**

Workgroup/Panel Member Updates/Documentation

- The ALT Roster has been updated and provided as Handout #3.
  - Domain 1 and Domain 10 established one new co-lead each. Please welcome Debra Hodges (Domain 1) and Betsy Cagle (Domain 10) to the team.
- Accreditation Champions Update
  - Reminder: CHA, ACHIP, and SP leads should check their respective websites and submit any updates to Carrie Allison via email.
- Document Review Panel Update
  - Domain Status Report is provided as Handout #4
  - Additional information pertaining to “meeting materials” is provided as Handout #5
  - Please submit outstanding documents within the next month. Please submit a statement via Team Room if this is not possible for a specific document.
- Domain Workgroup Questions Regarding Documentation

Documents

- Handout #3 – ALT Charter and Attachments

- Handout #4 – Domain Status Report as of April 22, 2016
- Handout #5 – Meeting Materials Guidance from DRP

**Agenda Item 4: Next Meeting**

Date and Time: **Thursday, May 26, 2016, 10-11:30 AM**

Meeting Location: Training Room 980, 9th Floor, the RSA Tower

Proposed Agenda Items:

- Update on ADPH Accreditation Application and Process