



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

**Meeting Arrangements**

Date: Thursday, May 28, 2015  
Scheduled Time: 10-11:30 AM  
Meeting Location: The RSA Tower, Training Room 980, Montgomery, AL  
Minutes of Last Meeting Refer to Handout #2 – Draft Meeting Minutes of April 23, 2015

**Welcome and Review of Agenda – Carol Heier**

Documents

- Handout #1 - Meeting Agenda

**Agenda Item 1: Approval of the Minutes from Last Meeting – Carol Heier**

Review/Approval of Minutes of April 23, 2015 Meeting

- Draft distributed by email and posted in the PHAB Documents section of the Employee Documentation Application (EDA) on May 27, 2015
- Approval

Documents

- Handout #2: Draft Meeting Minutes of April 23, 2015

**Agenda Item 2: Old Business – Carol Heier**

Accreditation Leadership Team Charter/Roles and Responsibilities

- ALT Roster Updates
  - ALT Orientation held May 13
- ALT Resource Updates in EDA
  - Conference Notes Template
  - Employee Document Application Instructions
  - Document Management System Instructions
  - Workgroup Roster Folder
- General Update
  - Newly Accredited Health Departments

Documents

- Handout #3 - Accreditation Leadership Team Roster – April 24, 2015

**Agenda Item 3: Old Business – Carol Heier**

Accreditation Application Submission

- Projected Timeline from Submission of Application to Site Visit
- Follow-up Self Assessment Results

Documents

- Handout #4 – Projected Timeline for Public Health Accreditation – From Submission of Application to Site Visit
- Handout #5 - Initial and Follow-up Self Assessment Results – May 27, 2015

**Agenda Item 4: Old Business – Carol Heier**

Workgroup/Panel Member Updates

- Workgroup Roster Update
- Domain Workgroup Updates - Domain Leads
- Document Review Panel
- Accreditation Champions

Documents

- Handout #6 - Accreditation Workgroup Roster – April 15, 2015

**Agenda Item 5: Next Meeting**

Date and Time: Thursday, June 25, 2015, 10-11:30 AM

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

Proposed Agenda Items:

- Update on ADPH Accreditation Process
- Accreditation Leadership Team Reports