

Morgan Support Services Staff Meeting Information

Date: 12/11/2019

Presenter(s):
Russell Morgan

Attach Sign-In Sheet here: _____ or list attendees on the following page.

Information Covered:

	Employee benefits		Cell phone policy
	Community involvement		Confidentiality
	Cultural Diversity		Customer service
	Documentation		Facility maintenance
x	Health and safety		Human rights
	Incident report		Medication/MAR
	Person-specific info	x	Programming
	Quality management		Resource center
	Restrictive intervention		Staff attendance
	Staffing coming/going	x	Staff recognition
	Staff to staff interactions		Stakeholders
	Strategic plan		Supported employment
	Team structure		Teamwork
	Training/supervision		Other:
	Other:		Other:
	Other:		Other:
	Other:		Other:

Attach minutes here: _____ or write them out on the following page.

Staff Meeting Notes:

Programming/Health and Safety- Russell

Remarks on visit from the state

Health and Safety Meetings

Monday Dec.23rd- Christmas Brunch (wear PJ's/Ugly sweaters)

Secret Santa-\$20 max

Shout outs

Certificate Of Completion

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Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

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Timestamp

Certified Delivery Events

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Status

Timestamp

Witness Events

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Notary Events

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