From: White, Kristine
To: Bailey, Joanna (SAO); Walter, Heidi (SAO); Oglesby, Rosylen; Sanders, Jenise; Jones, Kerry; Kuntz, Linda; Corona, Silvia; Bradford, Brandy; Tippett, Jennifer; Barrett, Shelby
Subject: City of Yakima - Certificate of Insurance Workshop

External Email

Kristine White is inviting you to a scheduled Zoom meeting.

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Agenda:

To help frame that conversation, in addition to having time to discuss what may be on your mind, here are the topics/questions I'd like to hear the team's response to:

* Based on the number of completed and almost-completed tasks, it's clear the team is moving into the "Do", "Check" and "Adjust" phases of the PDCA cycle of continuous improvement. I'd love to hear what your action plan is to trial changes, collect user feedback, and fine-tune adjustments before procedures and policies are standardized and staff training occurs.
* Regarding the CMT task - can you tell me about the Laserfiche/Adobe sign issues you're experiencing and whether next steps have been identified or are currently in process?
* Lastly, is there additional support you'd still like from me or does the team feel it's in a "good spot" and ready for The Center to consider this specific project "closed"?