

**Independent Oversight Committee (IOC)
District East
Open Meeting Minutes**

Department of Economic Security
Division of Developmental Disabilities
120 W. 1st Avenue Mesa, AZ 85210
2nd floor conference room
September 12th, 2018
5:00 pm – 7:00 pm

Call to Order	Jennifer Horton
Start Time	5:07 pm
Facilitator	Jennifer Horton
IOC Liaison & Note taker	Jeffrey Yamamoto & Eric Houghtalin
Attendees	<p>IOC Members Present: Jennifer Horton, Jill Wilson, Sarah McGovern, Cynthia Elliot, Paul Sadler, Mindee Stevenson; Kin Counts, Tonia Schultz</p> <p>IOC Members Absent: Sherri Reed, Tammy Leeper, Cathryn Whalen, Suzanne Hessman, Gina Johnson,</p> <p>Division of Developmental Disabilities (DDD) Staff: Jeffrey Yamamoto, Barb Picone, Eric Houghtalin, Leah Gibbs</p> <p>Arizona Department of Administration (ADOA) Chris Klemminich</p> <p>Public: No member of public</p>
Agenda Topics	Call to Order, Welcome, Approval of Minutes, Children’s Rehabilitative Services (CRS) presentation, IOC guideline discussion, IOC Liaison Updates including ADOA, Call to the Public, Adjournment

Call to Order/Welcome

Committee

Discussion	<p>Jennifer Horton called the meeting to order at 5:07pm and welcomed the Independent Oversight Committee (IOC) members. The Committee introduced themselves</p> <p>Jeffrey Yamamoto & Eric Houghtalin IOC Liaisons introduced themselves.</p> <p>Barb Picone, the Quality Assurance (QA) Manager for District East introduced herself.</p> <p>Leah Gibbs: Introduced herself to the committee as the Community Outreach Administrator for DDD.</p> <p>Chris Klemminich, Arizona Department of Administration (ADOA) liaison introduced himself.</p>
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Approval of Minutes**Committee**

Discussion	Sarah McGovern made a motion to approve both public and executive August 2018 minutes as written, motion seconded by Paul Sadler . Vote was taken, and all were in favor. Motion carried.
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CRS presentation**Leah Gibbs**

Discussion	<p>Leah Gibbs: Introduced herself again and began to go over the packet which was passed out to each member. She explained the changes that are going to happen to the Children’s Rehabilitative Services (CRS) beginning October 2018. She presented via both PowerPoint and handouts. She answered all the questions the committee members had during the presentation.</p> <p>Leah Gibbs: Handed out her business card contact information to the committee should they have any future questions about the changes.</p>
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IOC guideline discussion**Committee**

Discussion	<p>Jeffrey Yamamoto: Passed out an older draft version of the District East Guidelines to the committee members. There will need to be changes made to update this document including name change of the committee and who is the point of contact for the committee. The discussion of the contents of each individual page will be tabled until the next meeting.</p> <p>The Committee agreed to wait until next meeting to discuss content and make changes.</p>
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IOC liaison update and ADOA**Chris Klemnich**

Discussion	<p>Chris Klemnich: Explained again his role with the IOC. He is here to provide guidance and mediation if the IOC and DDD have disagreements. He offered that if any member has questions now he would answer them.</p> <p>The Committee: Did not have any questions currently</p> <p>Chris Klemnich: Offered that if any member has questions or concerns later that he is available to contact, noting he had distributed his contact information at the last meeting.</p> <p>Jeffrey Yamamoto: Noted that the potential member for the committee did not show for the meeting tonight. The potential member did state that she may not be able to make it due to work and will follow up with the candidate.</p>
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Call to the Public**Jennifer Horton**

Discussion	No members of the public present.
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Adjournment

Suzanne Hessman

Conclusion	The next meeting will be held on October 10 th , 2018 at 5:00 pm at the 120 W. 1 st Avenue, Mesa, AZ location. Jennifer Horton motioned that the public meeting be adjourned and go into executive meeting at 6:10 pm. Committee agreed. The meeting was adjourned by Jennifer Horton at 7:00 pm.
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