



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, March 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

**Call to Order**

**This meeting is being held virtually due to the Coronavirus (COVID-19) concerns.**

Meeting called to order by Suzanne Hessman. The date was Feb 10<sup>th</sup>, 2020 at 5:00 pm. The address of the meeting was Virtual, no physical address.

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**Welcome and Introductions**

- Attendance in Person: **None This meeting was virtual only due to COVID-19 concerns**
  - Attendance by Google Meets: **Sarah McGovern, Susan Kingsbury (by Phone), Sheri Reed, Suzanne Hessman, Kin Counts, Tonia Schultz**
  - Absent: **Amanda Godek, Karla Houghtalin, Elizabeth Bird**
  - Public in Attendance: **None**
  - Arizona Department of Administration (ADOA): **Larry Allen, ADOA IOC Liaison**
  - Healthcare Plan Liaison (UHCCP): **Sophie Stevenson, UHCCP Liaison**
  - DDD staff: **Jeffrey Yamamoto, DDD IOC Liaison, Mary DeCarlo (PRC)**
  - **The Committee, DDD, UHCCP, and ADOA Employees** introduced themselves.
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**Call to Public**

**Suzanne Hessman:** Called for public to announce themselves.

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**DDD Staff Updates**

**Jeffrey Yamamoto (For PRC)** Asked the committee did the committee receive the invitation to the PRC drive. The committee said they had.

**Susan Kingsbury** said she had been doing the District East PRC and has been commenting and submitting for the IOC. She will continue to attend the PRC and work with Kin Counts to ensure that they are all met. Susan asked if the committee wanted to review the Behavior Plans (BP) before or after she attends the PRC. The committee informed her that she can continue with what she is doing and leave the BPs for her to review. They told her if there is a BP which she wants someone look over she can reach out to any member of the IOC to do so.

**Jeffrey Yamamoto** informed the committee that if there are problems with the BPs then they need to initially pose the question/concern with the PRC Chair and Mary DeCarlo through the PRC channels. He does not have anything to do with the PRC shared drive. Should the PRC response not be good



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enough for the IOC, then the IOC can vote and make the question a formal request as an IOC and put a 21-day time limit for DDD to respond.

**Leah Gibbs** began by thanking the committee for allowing her to update them. Here is a summary of the DDD updates from Leah Gibbs.

Town Halls continue to be on the first Thursday of the month at 6:00pm-8:00pm. This month will be a discussion on the vendor contracts. There will be a posting for Public Comments on the vendor contracts. These topics will be brought up in the April 1<sup>st</sup> meeting.

Previous evening AHCCCS and DDD hosted an Autism Spectrum Disorder (ASD) roundtable discussion with the public and advocates. The comments and outcome will be made to the AHCCCS ASD committee and DDD executive management. Some high-level points are that the agencies need to work more closely with the integrated healthcare plans in response to the ASD members needs. Training for DDD Support coordination and healthcare plans to know more about each other's responsibilities and what they can offer. Offer more family training for ASD members. A peer social group for ASD members.

AHCCCS is still trying to persuade the Center for Medicare/Medicaid to allow the Public health emergencies of flexibilities for the paying of parents as direct care workers for their minor children. The flexibilities are still in effect for DDD until possibly the end of the year. There will be a 2 month notice prior to it's ending if it's sooner.

**Suzanne Hessman** asked Leah about the vaccinations for the DDD members as a select priority group. Leah replied that this is still being taken to Arizona Department of Health Services (AzDHS) by many advocate agencies but there is still no response. AzDHS has changed their vaccination protocols to age based and has not yet implemented any other change to that new system. Transportation is being provided for DDD members for their vaccinations through AHCCCS when their time is called.

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### **ADOA Update**

**Larry Allen:** He stated that he had one announcement. He wanted to thank Suzanne and committee on the annual report and that he had submitted All annual reports for all the IOC's. He said that the IOC annual reports will be available soon on the IOC website.

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### **Health Plans Updates**

**Sophie Stevenson** (United Healthcare Community Plan (UHCCP)) stated she did not have any updates. This would be her last meeting and that her supervisor Laurie Ganzermiller will taking over until a replacement liaison is hired.



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Mercy Care liaison was not present for the call.

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**Updates of IR electronic platform**

Jeffrey Yamamoto began by asking if anyone was still having difficulty logging into the drive. He asked for any comment or tutorial questions for the IOC. Sarah McGovern asked if the already reviewed IRs could be placed in monthly folders. Jeffrey informed the committee that all he would need from the Chair or Vicechair or designee to email him on which folders to archive. Kin Counts and Sarah McGovern said they would try this first and see how it clears up the drive.

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**DDD IOC Liaison Updates**

Jeffrey Yamamoto did not have anything to add from Leah Gibbs comments.

**Action Items:** Follow up with questions from the committee they pose to Quality. The follow up with PRC Mary DeCarlo invitation to the April meeting.

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**Discussion of Membership for the IOC**

Suzanne Hessman announced that Mary Azamy decided that she would not become a member of the IOC.

Jeffrey Yamamoto said they the DES volunteer Coordinator is working on trying to gain some memberships for the IOCs. He asked Larry from ADOA to also help with recruitment.

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**Discussion of Incident Reports (IR) & Behavior Plans (BP)**

For Dec IRs, the Committee members have been loaded in the shared drive 1001 incident reports. This included 121 open and 880 closed reports. ATPC had 70 totals with 21 open and 49 closed.

Type	Open	Closed
Accidental Injury	2	89
Consumer Missing	1	26
Deaths	4	12
Emergency Measures	2	30
Human Rights	2	16
Legal	4	9



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Medication Errors	<b>5</b>	<b>105</b>
Neglect	<b>10</b>	<b>77</b>
Other Abuse	<b>1</b>	<b>17</b>
Other Behavior	<b>3</b>	<b>161</b>
Other Hospitalization, Unknown injury	<b>83</b>	<b>283</b>
Physical Abuse	<b>4</b>	<b>28</b>
Property Damage	<b>0</b>	<b>11</b>
Suicide	<b>0</b>	<b>16</b>
<b>TOTALS</b>	<b>121</b>	<b>880</b>

The desired IRs will be divided among the members and assigned by the chair.

Number of Questions for QIM: members of the committee will comment on incident reports directly and the liaison will send to QIM.

Number of Behavior Plans turned in by IOC Members: 0

The Program Review Committee (PRC): None.

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### **Adjournment**

**Suzanne Hessman** adjourned the meeting at 6:26 pm. The next District East IOC meeting will be held on Wednesday April 14<sup>th</sup>, 2021 at 5:00 pm. Will be virtual meeting should COVID-19 concerns still be in effect.