



**Division of Developmental Disabilities (DDD)  
District West Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Tuesday, March 23<sup>rd</sup>, 2021 – 5:30 PM to 7:30 PM**

**Call to Order**

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

Meeting called to order by De Freedman. The date was March 23<sup>rd</sup>, 2021 at 5:37 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 unless noted: **Diedra (De) Freedman, Pat Thundercloud (by Phone), Bernadine Henderson, Cynthia Macluskie (by Phone) , Brad Doyle, Laurene Zemis**
  - Absent: **Julie Heineking, Pam Grady**
  - Public in Attendance: **None**
  - Arizona Department of Administration (ADOA): **None**
  - Healthcare Plan Liaison: **Summer Kamal, (Mercy Care Liaison)**
  - DDD staff: **Jeffrey Yamamoto, DDD IOC Liaison, Leah Gibbs, Ryk Scott,**
  - **The Committee, DDD, and Mercy Care** introduced themselves. The IOC make up in attendance: **De Freedman** is a former Lawyer, **Pat Thundercloud** is a former Physician's Assistant, **Bernadine Henderson** is a former School Teacher and a current Foster Parent, **Cynthia Macluskie** is the Vice President of the Greater Autism Society of AZ. **Brad Doyle** is a Parent and Advocate. All these members have children who have services with DDD. **Laurene Zemis** works for USAA.
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**Call to Public**

**De Freedman:** Called for public to announce themselves. **There was no public in attendance during this meeting.**

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**DDD Staff Updates**

There may have been question(s) and vote(s) taken during this section and those are listed in the "Discussion and Voting on Request for DDD" section of these minutes.

**Jeffrey Yamamoto** introduce **Ryk Scott** to update the committee. Ryk started the updates from DDD staff.



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**Ryk Scott** informed the Committee that Quality and Quality Management Unit has transitioned to new levels of Incident Reports (IRs). There will be a standardized form for providers to use when reporting incidents to DDD. This standard form is not completed but once it is it will be better with the more information is required to be filled out.

**De Freedman and Leah Gibbs** commented that they are familiar with this because they are on the committee creating and reviewing this form. He did not have anything to update and the committee did not have any questions.

**Jeffrey Yamamoto** stepped in for PRC and announced that there is a new shared drive for Behavior Plan reviews. That he is not in charge of any of that particular shared drive and that all questions be directed to the PRC chair or administration assistant.

**Leah Gibbs** reported that AHCCCS will continue with the allowed DDD flexibilities during the present Declared Health Emergency. The DDD members will be informed when the emergency flexibilities will be terminated by a 60-day notice or the end of the calendar year. She also mentioned that with the vaccine being offered to all people ages 16 and older on Wednesday, the support coordinators will be calling all the members and families to inform them of the actions they can take to secure transportation and a vaccine. AHCCCS members will have an opportunity to have free transportation to vaccination sites.

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**ADOA Update**

**Larry Allen:** Was not present at this meeting. There was no update from ADOA.

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**Health Plans (HP) Updates**

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**Summer Kamal** informed the committee that there is an expanded approved provider list for Mercy Care including (Applied Behavioral Analysis) ABA.

**Cynthia Macluskie** asked if other modalities are being offered in this expansion. She informed Summer that ABA training isn't always the best modality for working with the adult members with autism.

**De Freedman** commented that ACCEL schools are allowing the use of their training facilities for Alternative and Augmentative Communications (AAC) devices from their members.



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**Discussion on responses from DDD**

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**De Freedman** asked if the committee had anything to discuss over the responses that DDD provided from the past meeting.

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**Discussion and Voting on Requests for DDD**

There were 4 request/votes that were made during the meeting at various time and for various topics and those requests and their voting is listed below.

**De Freedman** proposed that the committee make motions and vote on the following items throughout the meeting.

- 1) **Bernadine Henderson:** Motioned that the PRC load only the 2021 Behavior Plans into the new Shared drive. Jan-March and continue throughout 2021.

**Cynthia Macluskie:** Seconded the motion

**The Motion Passes with all present members voting “Aye” and No “Nay” votes**

- 2) **Bernadine Henderson:** Motioned that the “Closed” IRs be archived from October 2020 to the present and continue to be archived.

**Brad Doyle:** Seconded the motion

**The Motion Passes with all present members voting “Aye” and No “Nay” votes**

- 3) **Brad Doyle:** Motioned that DDD investigate having a meeting room with the capacity for a hybrid virtual and in-person meeting eventually for the IOC to meet. Having the correct technologies in the same room to allow in-person and virtual be conducted together.

**Cynthia Macluskie:** Seconded the motion.

**The Motion Passes with all present members voting “Aye” and No “Nay” votes**

- 4) **Bernadine Henderson:** Motioned that the DDD Chief Advocate look into the matter of “human rights violations” in a Behavior Plan (later to be identified to the chief advocate) to be investigated.

**Brad Doyle:** Seconded the motion

**The Motion Passes with all present members voting “Aye” and No “Nay” votes**



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**DDD IOC Liaison Updates**

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**Jeffrey Yamamoto** began by informing the committee that the January IRs have been loaded and that the DDD Tribal Liaison, Eva Bighorse will present to them at the April meeting.

The committee took a vote to archive all the “closed” IRs in the shared drive.

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**Discussion of Membership for the IOC**

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**Jeffrey Yamamoto:** Informed the committee that Octavia Lamb has made recruitment efforts for District West. She had appointments with some support coordinators during their huddles. Leah Gibbs also said she has been including requests for IOC volunteers in the OIFA newsletter to all members.

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

There may have been question(s) and vote(s) taken during this section and those are listed in the “Discussion and Voting on Request for DDD” section of these minutes.

**Jeffrey Yamamoto:** Discussion of Behavior Plans on the Shared Drive was discussed in the DDD Staff portion of the minutes. Vote was taken over PRC matters in Discussion and voting requests section.

For Dec / Jan IRs, the Committee members have been given two months of incident reports in the Shared Drive. The reported IRs are listed below.

**December 2020**

Type	Open	Closed
Accidental Injury	6	78
Consumer Missing	5	53
Deaths	3	17
Emergency Measures	0	25
Human Rights	0	4
Legal	0	6



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Medication Errors	24	121
Neglect	18	58
Other Abuse	4	19
Other Behavior	9	222
Other Hospitalization, Unknown injury	87	326
Physical Abuse	5	44
Property Damage	2	7
Suicide	0	2
<b>TOTALS</b>	<b>163</b>	<b>982</b>

**January 2020**

<b>Type</b>	Open	Closed
Accidental Injury	7	38
Consumer Missing	0	11
Deaths	0	6
Emergency Measures	0	12
Human Rights	4	1
Legal	3	2
Medication Errors	8	71
Neglect	25	27
Other Abuse	2	5
Other Behavior	16	131
Other Hospitalization, Unknown injury	63	303
Physical Abuse	7	9
Property Damage	2	2
Suicide	0	4
<b>TOTALS</b>	<b>137</b>	<b>622</b>

The IRs will be reviewed by the committee members.

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

All PRC meetings are being attended by Bernadine Henderson and Pat Thundercloud.

Number of Behavior Plans turned in by IOC Members: 0

The Program Review Committee (PRC): None.

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**Adjournment**

**De Freedman adjourned the meeting at 7:20pm**

The next District West IOC meeting will be held on Tuesday April 27<sup>th</sup>, 2021 at 5:30 pm. Will be virtual meeting should COVID-19 concerns still be in effect.