



Department of Economic Security
Division of Developmental Disabilities
District South: Tucson Independent Oversight Committee (IOC)
Public Meeting Minutes

Meeting was conducted by Conference Call Only due to COVID-19 concerns

April 22nd, 2020

2:00 PM – 4:00 PM

Call to Order	Jessica Richards
Start Time	2:10 PM
Facilitator	Jessica Richards
Note Taker & Liaison	Jeffrey Yamamoto
Attendees	<p>IOC Members by phone: Jessica Richards Tyler DeMers, Christine Small, Bonner Raskob, Genevieve Valenzuela, Lynne Tomasa</p> <p>IOC Members Absent: Beth Elliott, Jennifer Premer, Bianca Pimentel, Shereen Shoulders</p> <p>Arizona Department of Administration (ADOA) Liaison: Larry Allen</p> <p>Health Care Liaisons: Sophie Legaspi (United Health Care Community Program), Vera Kramarchuk (Mercy Care)</p> <p>Division of Developmental Disabilities (DDD) Staff: Jeffrey Yamamoto (DDD Liaisons) Michelle Pollard DDD National Core Indicator (NCI) liaison)</p>
Agenda Topics	Call to Order, Welcome and Introductions, Call to Public, ADOA IOC update, Healthcare liaisons update, Discussion and possible vote on Co-Chair, IOC Quarterly Statewide update, DDD IOC Liaison updates, Discussion on Membership, Discussion of Incident Reports (IRs) and Behavior plans. (BPs)



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Welcome and Introductions

Co-Chair

Discussion	<p>The following introduced themselves on the phone. IOC Members: Jessica Richards Tyler DeMers, Christine Small, Bonner Raskob, Genevieve Valenzuela, Lynne Tomasa Arizona Department of Administration (ADOA) Liaison: Larry Allen Health Care Liaisons: Sophie Legaspi (United Health Care Community Program), Vera Kramarchuk (Mercy Care) DDD Staff: Jeffrey Yamamoto (DDD IOC Liaison) Michelle Pollard DDD National Core Indicator (NCI) liaison)</p>
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Call to Public

Co-Chair

Discussion	<p>Jessica Richards: Asked if there were anyone from public on the line. There was not.</p>
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ADOA update

Larry Allen

Discussion	<p>Larry Allen: Stated that ADOA is being utilized throughout the state. He's been assigned to the ensure the Governors Executive Orders are followed by ADOA and its responsible agencies. He had no other updates. Asked for any questions. Lynne Tomasa asked about concerns for precautions in group homes. Larry Allen has not heard of any specific complaints. He's waiting for Governor Ducey's press conference as daily there is new information. Genevieve Venezuela asked about Personal Protection Equipment (PPE) being made available to members due to shortages. He did not know and passed the question to DDD. Jeffrey Yamamoto said that the vendor agencies would need to try obtaining through their normal channels. If they cannot secure it there the agencies are instructed to contact their County Health office. If they are still not getting relief from them then they can call DDD to assist in trying to locate some. DDD has given the agencies more funding to obtain PPE and other supplies knowing there may be a cost differentiation and must use multiple supply chains. Lynne Tomasa asked he there were trainings available to recognize abuse and neglect for providers. Jeffrey Yamamoto informed her that the DDD website has a multitude of resources for providers, families and members to in the "DDD actions regarding COVID-19" page. He included that there were different trainings for providers and parents in the resources.</p>
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Health Care Liaisons

Sophie, Vera

Discussion	<p>Sophie Legaspi with UHCCP: Began that there was not much to report more than what she has commented at the quarterly meeting. UHC has been following the CDC, AHCCCS and AZ Dept of Health guidelines for COVID-19. The AHCCCS website has a FAQ which is updated constantly. UHC is reaching out to all members they serve to answer questions they have. At the Quarterly IOC Statewide meeting, UHC answered questions posed by the chairs. She gave the UHC DDD mailbox address for any questions to be asked to UHC, please send to the mailbox.</p> <p>Vera Kramarchuk: Responded she did not have any updates from Mercy Care. Bonner Raskob asked if the Health Plans are a source for PPEs. The health plans have not been asked by DDD to assist with PPEs, therefore they haven't provided any. If DDD does request the health plans they will work with DDD to try to secure them.</p>
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Discussion of new Co-Chair

Co-Chair

Discussion	<p>Jessica Richards: Asked if there were any members who would like to volunteer for the Co-Chair position. No one responded. Jessica Richards commented on her past year experiences of being the Co-Chair. Jeffrey Yamamoto added what extra work is required of the chair. Added responsibilities are the approval and suggestions on the monthly agenda. The 1st point of contact for DDD responses to questions. The 1st point of contact for members to ask questions to be forwarded to DDD. The attendance of the Quarterly Chairs meeting.</p> <p>Bonner Raskob ask for a vote to table this discussion until the next meeting. So, members can look at their schedules and try to see if they can volunteer for the position.</p> <p>Christine Small seconded the vote.</p> <p>All of the attending committee members voted "aye" and the vote was passed that the committee will table the discussion until the next meeting.</p>
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**Quarterly IOC Statewide meeting
update**

Co-Chair

Discussion	<p>Jessica Richards: Informed the committee that there was a lot that the meeting went over. Mostly COVID-19 and PPE. Many of the same questions were asked in the quarterly meeting.</p>
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	<p>Jeffrey Yamamoto: Responded that the Quarterly meeting minutes are up at the IOC.AZ.Gov site and that there is a lot of information between that site and the DDD COVID-19 web page. The Interim Assistant Director for DDD was on the phone to answer questions for the chairs. Both these sites were given as a resource to the COVID-19 pandemic.</p>
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DDD IOC Liaison Update

Jeffrey Yamamoto

Discussion	<p>Jeffrey Yamamoto: Responded that ALL the Office of Individuals and Family Affairs (OIFA) employees are working remotely except for Leah Gibbs (the administrator). The IOC meetings will be conducted by teleconference until DDD deems face to face meetings can occur. The minutes to the Quarterly IOC Statewide meeting are posted to the IOC.AZ.Gov site. As is all the IOC meeting minutes since Aug 2018.</p>
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Discussion of new membership

Co-Chair

Discussion	<p>Jessica Richards: Asked if there were any potential members in the Queue. Jeffrey Yamamoto: Responded that he was not been made aware of anyone.</p>
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Incident Report Review

Co-Chair

Discussion	<ul style="list-style-type: none"> • Incident Reports and Behavior Plans • Open IRs were given to Sierra Vista <p>IRs Total South_785_Closed_683 for Tucson Open_102 for Sierra Vista</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;">Type</th> <th style="text-align: center;">Open</th> <th style="text-align: center;">Closed</th> </tr> </thead> <tbody> <tr><td>Accidental Injury</td><td style="text-align: center;">23</td><td style="text-align: center;">107</td></tr> <tr><td>Deaths</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td></tr> <tr><td>Emergency Measures</td><td style="text-align: center;">2</td><td style="text-align: center;">9</td></tr> <tr><td>Human Rights</td><td style="text-align: center;">3</td><td style="text-align: center;">6</td></tr> <tr><td>Legal</td><td style="text-align: center;">1</td><td style="text-align: center;">4</td></tr> <tr><td>Medication Errors</td><td style="text-align: center;">18</td><td style="text-align: center;">98</td></tr> <tr><td>Missing</td><td style="text-align: center;">6</td><td style="text-align: center;">2</td></tr> <tr><td>Neglect – Potential & Imminent</td><td style="text-align: center;">14</td><td style="text-align: center;">36</td></tr> <tr><td>Other Abuse – Sexual, Verbal & Emotional</td><td style="text-align: center;">4</td><td style="text-align: center;">1</td></tr> <tr><td>Other – Behavior</td><td style="text-align: center;">8</td><td style="text-align: center;">220</td></tr> <tr><td>Other Injury Unknown – Hospitalization</td><td style="text-align: center;">27</td><td style="text-align: center;">182</td></tr> <tr><td>Physical Abuse</td><td style="text-align: center;">7</td><td style="text-align: center;">4</td></tr> <tr><td>Property Damage</td><td style="text-align: center;">2</td><td style="text-align: center;">2</td></tr> <tr><td>Suicide</td><td style="text-align: center;">1</td><td style="text-align: center;">5</td></tr> <tr style="font-weight: bold;"> <td>TOTALS</td> <td style="text-align: center;">102</td> <td style="text-align: center;">683</td> </tr> </tbody> </table> <p style="margin-top: 10px;">All IRs that were printed and sent to liaison to be sent to the members homes.</p>			Type	Open	Closed	Accidental Injury	23	107	Deaths	6	7	Emergency Measures	2	9	Human Rights	3	6	Legal	1	4	Medication Errors	18	98	Missing	6	2	Neglect – Potential & Imminent	14	36	Other Abuse – Sexual, Verbal & Emotional	4	1	Other – Behavior	8	220	Other Injury Unknown – Hospitalization	27	182	Physical Abuse	7	4	Property Damage	2	2	Suicide	1	5	TOTALS	102	683
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Behavior Plan Review

Co-Chair

Discussion	<p>There were zero Behavior Plans (BPs) printed at the time of meeting. These will be mailed to members when received by liaison.</p>
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Adjournment

Co-Chair

Conclusion	<p>Next meeting will take place at the Tucson location May 27th ,2020 at 2:00 PM. The meeting voted to be returned to public so that it can be adjourned by Jessica at 3:10 pm</p>
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