



**Division of Developmental Disabilities (DDD)
District East Independent Oversight Committee (IOC)
Public Meeting Minutes
Wednesday, June 10th, 2019 – 5:00 PM to 7:00 PM**

Call to Order

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

Meeting called to order by Committee Chairperson, **Suzanne Hessman**. The date was June 10th, 2020 at 5:00 pm. The address of the meeting was Virtual, no physical address.

Welcome and Introductions

- Attendance in Person: **None This was telephonic only due to COVID-19 concerns**
 - Attendance by Phone: **Suzanne Hessman, Jennifer Horton, Susan Kingsbury, Elizabeth Bird, Kin Counts, Sheri Reed, Cathryn Whalen.**
 - Absent: **Lindy Fisker, Amanda Godek, Cynthia Elliott, Sarah McGovern, Tonia Schultz**
 - Public in Attendance: **None**
 - Arizona Department of Administration (ADOA): **Larry Allen, ADOA IOC Liaison (by Phone)**
 - United Healthcare Community Plan Liaison (UHCCP): **Sophie Legaspi, UHCCP liaison (by Phone)**
 - DDD: **Jeffrey Yamamoto, DDD IOC Liaison (by Phone) Michelle Pollard (NCI by phone)**
 - **The Committee, DDD, UHCCP and ADOA Employees introduced themselves.**
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Call to Public

Suzanne Hessman: Called for public to announce themselves. There were no members of the public on the phone.

ADOA Updates

Larry Allen began by stating that he did not have any updates from the ADOA or the Governor's Office. He asked if the committee members had any questions. They did not.

Health Plans Updates

Sophie Legaspi began by stating that she is the United Healthcare Community Plan (UHCCP) liaison and that she didn't have any updates since last meeting. They are still member outreach and working telehealth. She asked if there were any questions for her. There were none.



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Michelle Pollard with DDD National Core did not have any new updates.

Chair Discussion

Suzanne Hessman began by stating that Jennifer had asked her to step down from the Vice-chair and find out what the proper procedure to do this was. Suzanne included Jeffrey Yamamoto on the conversation and he advised them to refer to the guidelines and let the committee know that the Vice-chair is opening up and they can nominate or members can self-nominate themselves for the position. This will be being added to the agenda for the next meeting, where they can discuss and vote someone in if they wish. Jeffrey Yamamoto will send out the District East Guidelines and put the discussion and possible voting of Vice-chair on the agenda for the next meeting.

May 20th virtual meeting of IOC chairs

Suzanne Hessman Started by explaining that Jeffrey asked her to join a phone call the following day on May 20th to get the chairs response to some human rights questions that the Division had. She said she would and called in the next day. She and the other chairs and representatives were asked about whose rights may be more important in a scenario. Member “A” who has compromised health and Member “B” who does not have health issues and wants to participate in his Day Treatment program. The group was asked to discuss what should be done. Some chairs said that one should move out, other opinion was they should work it out between the two members. Suggestions of what does the group home do and the DTA do for visitors/direct care workers. The same procedure should be in place for member “B” upon returning home. Both members should wear masks throughout group home. There was no final suggestion to resolve this scenario given by the 6-member group of chairs. **Leah Gibbs (DDD)** said she would comment on this scenario in the next day town hall. Suzanne Hessman was unable to attend the town hall the next day. She asked **Jeffrey Yamamoto** to follow up with the scenario conclusion with Leah.

DDD IOC Liaison Updates

Jeffrey Yamamoto asked the committee members if they wished to have a July meeting, since typically the IOC take a month off during summer for vacations. All present members said they would be available to attend the July 8th meeting. The July 8th meeting will be continued as scheduled. **Jeffrey Yamamoto** asked if the members received the answers to the questions that Suzanne asked after last meeting. No one had any questions from the Q/A sheet sent to them. **Sheri Reed** asked about an IR that bothered her. She stated that a member developed a rash from wearing a face mask and that the DTA washed the members face and let him go on the rest of the day without the mask. The IR was only to report the rash and what they did to remedy the rash, but not about the



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possible exposure without wearing a mask. **Jeffrey Yamamoto** was asked to follow up with that Incident Report. Member **Lindsey Fisker** submitted her immediate resignation during the meeting via email, citing personal reasons. This brings the committee down to 10 voting members and one non-voting member.

Discussion of Incident Reports & Behavior Plans

For May IRs the Committee members should be given 569 incident reports. This included 100 open and 469 closed reports. ATPC had 57 totals with 13 open and 44 closed.

Type	Open	Closed
Accidental Injury	8	77
Deaths	3	0
Emergency Measures	5	16
Human Rights	5	8
Legal	0	6
Medication Errors	10	58
Missing	3	5
Neglect	18	25
Other Abuse	5	10
Other Behavior	9	128
Other Hospitalization, Unknown injury	21	125
Physical Abuse	5	9
Property Damage	1	1
Suicide	7	1
TOTALS	100	469

The desired IRs, when delivered, will be divided among the members.

Number of Questions for QAM: members of the committee will forward their incident reports question directly to the New Google Drive folders being set up by the Chair.

Number of Behavior Plans turned in by IOC Members: 13 via downloads to Google Drive and emailed to liaison.

The Program Review Committee (PRC): will send BPs to the office to be sent out by liaison.

Adjournment



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Suzanne Hessman adjourned the meeting at 5:42 pm. The next District East IOC meeting will be held on July 8th, 2020 at 5:00 pm. Will be virtual meeting should COVID-19 concerns still be in effect.