



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

August 26th, 2020

2:00 PM – 4:00 PM

Call to Order	Jessica Richards
Start Time	2:04 PM
Facilitator	Jessica Richards
Note Taker & Liaison	Jeffrey Yamamoto
Attendees	<p>IOC Members by phone: Jessica Richards, Christine Small, Bonner Raskob, Genevieve Valenzuela, Lynne Tomasa,</p> <p>IOC Members Absent: Bianca Pimentel, Tyler DeMers, 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 Liaison)</p> <p>Division of Developmental Disabilities (DDD) Staff: Jeffrey Yamamoto (DDD Liaisons), Micelle Pollard (NCI rep)</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, update on cross agency IOC meeting, DDD IOC Liaison updates, Discussion on Membership, Discussion of Incident Reports (IRs) and Behavior plans. (BPs)



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Welcome and Introductions

Jessica Richards

Discussion	<p>The following introduced themselves on the phone. IOC Members: Jessica Richards, 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 Liaison) DDD Staff: Jeffrey Yamamoto (DDD IOC Liaison) Michelle Pollard</p>
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Call to Public

Jessica Richards

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 there is no new update from ADOA. Larry informed the IOC that he and Jeffrey are working on the plan to have the IOCs receive the Incident Reports (IR) via a computer-based system. They can review it from their homes and just have access to a secured server with the IRs on them. The upside is less wasted time and paper and less possible physical contamination of the IRs. DDD is working with AHCCCS on utilizing their server and other logistics.</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 before and that UHCCP has continued to have community outreach program to help anyone with the system. She brought up that the Augmentative and Alternate Communications (Aug Comm) responsibility from DDD will be handled up by the Health Plans beginning January 1st, 2021. Vera Kramarchuk: Responded she did not have any updates from Mercy Care. They would also like the committee to know that Mercy care is also providing help through their care managers and liaisons.</p>
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Discussion of new Co-Chair

Jessica Richards

Discussion	<p>Jessica Richards: Asked if there were any members who would like to volunteer for the Co-Chair position. No one volunteered. Jeffrey Yamamoto said he would bring it up on the next agenda. Hopefully someone will volunteer for the task.</p>
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Discussion of the Joint agency IOC meeting

Jessica Richards

Discussion	<p>Jessica Richards: Informed the committee by stating that this is a continuation of the meetings set up in January and that they received some flowcharts on what happens when an incident is reported and a flowchart on what to do in case of abuse, neglect and exploitation. They discuss the merits of both charts. They also gave comments to what needed to be added and subtracted from the charts. Larry Allen said that the cross-agency IOC meeting will try to work on meeting once a quarter to help each other in their long-term goals.</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. IRs will be sent out the following week. Also, there is a recruitment effort being used in the Bi-yearly newsletter to have article about the IOC.</p>
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Incident Report Review

Jeffrey Yamamoto

Discussion	<ul style="list-style-type: none"> • Incident Reports and Behavior Plans • Open IRs were given to Sierra Vista <p>IRs Total South_467_Closed_396for Tucson Open_71 for Sierra Vista</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #cccccc;"> <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;">21</td><td style="text-align: center;">67</td></tr> <tr><td>Deaths</td><td style="text-align: center;">10</td><td style="text-align: center;">0</td></tr> <tr><td>Emergency Measures</td><td style="text-align: center;">3</td><td style="text-align: center;">10</td></tr> <tr><td>Human Rights</td><td style="text-align: center;">0</td><td style="text-align: center;">0</td></tr> <tr><td>Legal</td><td style="text-align: center;">2</td><td style="text-align: center;">0</td></tr> <tr><td>Medication Errors</td><td style="text-align: center;">12</td><td style="text-align: center;">70</td></tr> <tr><td>Missing</td><td style="text-align: center;">6</td><td style="text-align: center;">0</td></tr> <tr><td>Neglect – Potential & Imminent</td><td style="text-align: center;">16</td><td style="text-align: center;">2</td></tr> <tr><td>Other Abuse – Sexual, Verbal & Emotional</td><td style="text-align: center;">0</td><td style="text-align: center;">0</td></tr> <tr><td>Other – Behavior</td><td style="text-align: center;">0</td><td style="text-align: center;">111</td></tr> <tr><td>Other Injury Unknown – Hospitalization</td><td style="text-align: center;">1</td><td style="text-align: center;">135</td></tr> <tr><td>Physical Abuse</td><td style="text-align: center;">0</td><td style="text-align: center;">0</td></tr> <tr><td>Property Damage</td><td style="text-align: center;">0</td><td style="text-align: center;">1</td></tr> <tr><td>Suicide</td><td style="text-align: center;">0</td><td style="text-align: center;">0</td></tr> <tr style="background-color: #cccccc;"><td>TOTALS</td><td style="text-align: center;">71</td><td style="text-align: center;">396</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. Jessica said to send out the IR to the active members and only the types and categories they had agreed to.</p>			Type	Open	Closed	Accidental Injury	21	67	Deaths	10	0	Emergency Measures	3	10	Human Rights	0	0	Legal	2	0	Medication Errors	12	70	Missing	6	0	Neglect – Potential & Imminent	16	2	Other Abuse – Sexual, Verbal & Emotional	0	0	Other – Behavior	0	111	Other Injury Unknown – Hospitalization	1	135	Physical Abuse	0	0	Property Damage	0	1	Suicide	0	0	TOTALS	71	396
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Behavior Plan Review

Jeffrey Yamamoto

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

Jessica Richards

Conclusion	<p>Next meeting will take place at the virtually on September 23rd, 2020 at 2:00 PM. The meeting was adjourned by Jessica at 2:30 pm</p>
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