



**Division of Developmental Disabilities
District East Independent Oversight Committee
Meeting Minutes & Action Items
Wednesday, August 14th, 2019 – 5:00 PM to 7:00 PM**

Call to Order

Meeting called to order by Committee Chairperson, **Suzanne Hessman**. The date was August 14th, 2019 at 5:07 pm. The address of the meeting was 120 W. 1st Ave Mesa AZ 85210

Welcome and Introductions

- Attendance in Person: **Suzanne Hessman, Susan Kingsbury, Sarah McGovern, Elizabeth Bird, Mindee Stevenson, Cynthia Elliott, Cathryn Whalen, Jennifer Horton, Jill Wilson**
 - Attendance by Phone: **Kin Counts, Lindy Fisker, Sheri Reed**
 - Absent: **Tammy Leeper, Tonia Schultz**
 - Public in Attendance: **Lynn Ferron, Chrissy Matus**
 - Arizona Department of Administration (ADOA): **Larry Allen, ADOA IOC Liaison**
 - DDD: **Jeffrey Yamamoto, IOC Liaison.**
 - **The Committee and DDD Employee** introduced themselves.
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Call to Public

Lynn Ferron gave her background. She's a parent with a child with Down Syndrome. She is a stay-at-home mom with 6 kids. She would like to participate and do something that will help her child and other people with disabilities, so she decided to try to join the committee.

Chrissy Matus gave her background. She works for the Gilbert Municipal Courts as a supervisor and she has a child with Down Syndrome. She is in the process of getting Arizona Long Term Care (ALTC) for her daughter. Her daughter has a speech delay but is doing well otherwise. Chrissy has been working in the courts for a long time and her court administrator thought this would be good for her to join.

ADOA Updates

Larry Allen began by stating that he is integrating House Bill (HB) 2059 into an operational manual for the IOCs. The HB 2059 really effects more of the Arizona State Hospital (ASH) and Arizona Health Care Cost Containment System (AHCCCS) IOCs. The changes don't impact the DDD IOCs as much. Larry is creating the operational manual to help guide all the IOCs. He is sending out the draft to the chairs of all the IOCs first for comment. Larry requests all the members to make sure they know where the website is and look through it. **Jeffrey** told Larry that he would send out the IOC website information to all the members. **Suzanne** asked about the Vision & Mission statement. Larry replied that he would re-address that with the committee chairs.



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Quarterly Statewide IOC meeting update

Jeffrey Yamamoto began with commenting that the minutes for the Quarterly IOC meeting is in their packets. He referred to Suzanne to go over the minutes as she was present at the meeting and that she could point out what she thought important to the committee. Suzanne informed the committee that she had uploaded her notes and some of the handouts to the Dropbox. She covered the materials that were in Dropbox. Jeffrey introduced **Larry Allen** to inform the committee about the non-voting members do not count for the committee membership makeup. Jeffrey informed the committee that Article 9 Revisions has not be put out for public opinion yet. He would inform the committee when the opinion page becomes available.

DDD IOC Liaison Updates

Jeffrey Yamamoto began with clarification about the membership count. The committee was wanting to see if the non-voting member (Tonia Schultz) was counted in the total membership of 15. ADOA clarified that they see it not part of the 15-member committee. So, the committee can have 15 voting members and non-voting members and stay compliant to the statutes. The committee can vote in 2 members tonight and be complete. Pictures need to be taken of the last two members and anyone without their badge. He asked if there was anyone without a new ADOA badge. Jeffrey Yamamoto also mention that ADOA is looking for everyone to sign a Confidentiality Agreement, so he asked them to please sign the Agreement forms in their packet and turn in. If the Confidentiality Agreement form is not ultimately approved by the compliance unit then another agreement may be sent out to get signed. He mentioned that the DDAC was looking for volunteers from the IOC and thanked Kin for her reply. The District East has a new PRC chairperson and it's **Whitney French**. Jeffrey also asked for a degree/ expertise from the committee to fill out the spreadsheet handed out. **Suzanne Hessman** requested that Lydia Glover, the District Program manager (DPM), be invited to the meetings. Jeffrey agreed to send her invites to the meetings.

Vote to go into Executive Session.

Suzanne Hessman motioned to proceed into executive session.

Jennifer Horton seconded the motion.

There was no discussion.

All present IOC members voted to enter the executive session of the meeting. No members voted no or abstained.



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(End of public meeting and start of second executive session at 5:48 pm)

Adjournment

Suzanne Hessman adjourned the meeting at 6:30pm. The next District East IOC meeting will be held on September 11th, 2019 at 5:00 pm.