

**Independent Oversight Committee (IOC)  
Public Meeting Minutes  
District South**

Department of Economic Security  
Division of Developmental Disabilities  
400 W. Congress Street. Suite 500  
Tucson, AZ 85701  
August 22<sup>nd</sup>, 2018  
2:00 PM – 4:00 PM

<b>Call to Order</b>	Lynda Stites
<b>Start Time</b>	1:58 PM
<b>Facilitator</b>	Lynda Stites
<b>Note Taker &amp; Liaison</b>	Jeffrey Yamamoto
<b>Attendees</b>	<p><b>IOC Members Present:</b> Lynda Stites, Genevieve Valenzuela, Christine Small, Jessica Richards, Bill Burnett, Cynthia Fielding, Bliss Gifford, Tyler DeMers</p> <p><b>IOC Members Absent:</b> Lynne Tomasa</p> <p><b>Division of Developmental Disabilities (DDD) Staff:</b> Jeffrey Yamamoto (DDD Liaison)</p> <p><b>Arizona Department of Administration (ADOA) Staff:</b> Chris Kleminich</p> <p><b>Public in Attendance:</b> None</p>
<b>Agenda Topics</b>	Call to Order, Welcome and Introductions, Approval of Minutes, ADOA update, IOC Liaison Updates, Call to Public, Adjournment to Executive Session.

**Call to Order**

**Lynda Stites**

<b>Discussion</b>	<b>Lynda Stites:</b> Called the meeting to order at 1:58pm
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**Welcome and Introduction**

**Committee**

<b>Discussion</b>	<p><b>Lynda Stites</b> introduced herself the <b>Independent Oversight Committee (IOC) members</b> introduced themselves. There were no public in attendance.</p> <p>The <b>DDD Staff</b> was Jeffrey Yamamoto (IOC Liaison)</p> <p>The <b>Arizona Department of Administration (ADOA) Staff</b> Chris Kleminich introduced himself.</p>
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**Approval of Minutes**

**Lynda Stites**

<b>Discussion</b>	<p><b>Lynda Stites</b> asked if everyone received the emailed minutes for July.</p> <p><b>Committee:</b> Informed that most were unable to open the secured email and did not review the minutes.</p> <p><b>Lynda Stites:</b> Passed around a hard copy of the minutes from the last meeting.</p> <p><b>Committee:</b> Read the minutes.</p> <p><b>Lynda Stites:</b> Asked for a motion for the approval of the July minutes.</p> <p><b>Genevieve Valenzuela</b> made a motion to approve the June 2018 meeting minutes as written. This was then asked to be voted on. All were in favor. Motion carried.</p>
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**ADOA update**

**Chris Kleminich**

<b>Discussion</b>	<p><b>Chris Kleminich:</b> Introduced himself and gave update. Reviewed that the Arizona Department of Administration (ADOA) officially became the Agency over the Independent Oversight Committee (IOC) in the beginning of August. ADOA oversees the IOCs in other agencies including Arizona State Hospital, AHCCCS and the Department of Child Safety.</p> <p>The committee will not see much changes in their daily working of the IOC. If there is a request for information that the Department isn't giving the committee, he is the point of contact from ADOA.</p> <p><b>Lynda Stites:</b> Asked if there is going to be any changes to the liaison and getting another liaison for the state.</p> <p><b>Jeffrey Yamamoto:</b> The Department is hiring another liaison, but the District South: Tucson IOC will continue to be with Jeffrey.</p> <p><b>Bill Burnett:</b> Asked what the reason for the legislative change was.</p> <p><b>Chris Kleminich:</b> He replied that there were concerns from AHCCCS and the State Hospital committees that they wanted to be independent from the agencies they were overseeing. The legislature decided to move all the human rights committee under a neutral agency to avoid this problem. He gave his business contact information to the committee.</p> <p><b>Genevieve Valenzuela:</b> Asked if because the IOC are under a new agency do the current members need to re-apply or go through a different appointment process.</p>
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	<p><b>Chris Klemminich:</b> Replied only the new potential members will need to go through the ADOA appointment process. Existing members will continue to serve as they are with no extra checks. Some new security/confidentiality forms may be forthcoming to sign though for ADOA.</p>
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**IOC Liaison update**

**Jeffrey Yamamoto**

<b>Discussion</b>	<p><b>Jeffrey Yamamoto:</b> Updated the committee on the loss of two members of the committee this month. He did inform the committee that there were three possible new members who are interested in joining the committee and hopefully they will be in attendance for the September meeting.</p> <p><b>Jeffrey Yamamoto:</b> Reiterated that there should not be any changes to the daily duties for the committee because of the change to ADOA.</p> <p><b>Jeffrey Yamamoto:</b> Asked <b>Chris Klemminich</b> to talk about the options of recording minutes versus writing summary of minutes.</p> <p><b>Chris Klemminich:</b> Replied that there are two ways the minutes could be taken in an IOC meeting. Either by actual recording or written summary. He gave the committee a chance to think this over and how the committee would like to have minutes taken. This will be brought up in the next meeting as an agenda topic.</p>
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**Call to Public**

**Lynda Stites**

<b>Discussion</b>	<p>There was no public in attendance of the meeting.</p>
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**Adjournment to Executive Session**

**Lynda Stites**

<b>Conclusion</b>	<p><b>Lynda Stites</b> adjourned the meeting to executive session at 2:22pm.</p> <p>Next meeting will take place at the Tucson location on September 26<sup>th</sup>, 2018. Meeting adjourned by <b>Lynda Stites</b> at 3:45 PM.</p>
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