

**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
September 26th, 2018
2:00 PM – 4:00 PM

Call to Order	Lynda Stites
Start Time	2:02 PM
Facilitator	Lynda Stites
Note Taker & Liaison	Jeffrey Yamamoto
Attendees	<p>IOC Members Present: Lynda Stites, Genevieve Valenzuela, Jessica Richards, Bill Burnett, Cynthia Fielding, Bliss Gifford, Tyler DeMers</p> <p>IOC Members Absent: Lynne Tomasa, Christine Small</p> <p>Division of Developmental Disabilities (DDD) Staff: Jeffrey Yamamoto & Eric Houghtalin (DDD Liaisons) Leah Gibbs and Ileen Herberg (DDD presenters on the phone)</p> <p>Arizona Department of Administration (ADOA) Staff: Chris Kleminich and Mike Beller on Phone</p> <p>Public in Attendance: Rachel Allen</p>
Agenda Topics	Call to Order, Welcome and Introductions, Approval of Minutes, Children’s Rehabilitative Services (CRS) presentation, ADOA update, IOC Liaison Updates, Call to Public, Adjournment to Executive Session.

Call to Order

Lynda Stites

Discussion	Lynda Stites: Called the meeting to order at 2:02pm
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Welcome and Introduction

Committee

Discussion	<p>Lynda Stites introduced herself the Independent Oversight Committee (IOC) members introduced themselves.</p> <p>The DDD Staff was Jeffrey Yamamoto & Eric Houghtalin (IOC Liaison) Ileen Herberg & Leah Gibbs (DDD presenters) via phone</p> <p>The Arizona Department of Administration (ADOA) Staff Chris Kleminich introduced himself via phone.</p> <p>Rachel Allen (potential Member) introduced herself to the committee</p>
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Approval of Minutes

Lynda Stites

Discussion	<p>Lynda Stites asked if everyone received the emailed minutes for August. Committee: Agreed that they had.</p> <p>Lynda Stites: Asked for a motion for the approval of the August minutes. Bill Burnett made a motion to approve the August 2018 meeting minutes as written. This was then asked to be voted on.</p> <p>All members were in favor. Motion carried.</p>
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CRS Presentation

Leah Gibbs/Ileen Herberg

Discussion	<p>Leah Gibbs and Ileen Herberg: Introduced themselves and began their presentation. Jeffrey Yamamoto handed out the power point packet covering the presentation to the committee. The presenters gave a briefing about changes that are about to occur as of October 2018 to the Children’s Rehabilitative Services (CRS). The committee asked some questions during the presentation. The presenters answered all questions asked during the presentation.</p> <p>Genevieve Valenzuela: Asked if the Support Coordinators had this training and if they are ready to answer the many questions from parents about this change? Also, if the Native American communities had this information?</p> <p>Liaisons: Answered yes to both questions. The presentation had gone to all the DES state offices and support coordination.</p>
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IOC and ADOA Liaison update

Jeffrey Yamamoto

Discussion	<p>Chris Kleminich: Asked the committee if there were any questions with the transition or clarify anything for them. There really hasn’t been a change since last month when he was present. Mentioned the DDD statewide meeting is coming up on October 17th.</p> <p>Lynda: No problems so far and things have been going smooth with the transition.</p>
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	<p>Jeffrey Yamamoto: Brought up the news that Eric Houghtalin is our new DDD Liaison for the IOCs. He will be taking Central, Sierra Vista and Flagstaff.</p> <p>Eric Houghtalin: Introduced himself to the committee and his background.</p> <p>Committee: Asked why Sierra Vista has an IOC.</p> <p>Lynda Stites: Answered that it was agreed that another committee should go to another area in Southern Arizona and Sierra Vista was chosen. Although Yuma may be a better choice now.</p> <p>Jeffrey Yamamoto: Also added that the Sierra Vista IOC only has enough members right now to be a committee. They have 4 members.</p> <p>Jeffrey Yamamoto: Passed out ARS 41-3801 and 3804 showing the changes to their name and oversight.</p> <p>Bliss Gifford: Asked about the "types" of IRs that the committee chose to review. If there is a revisit for newer types at some time.</p> <p>Lynda Stites: Answered that the committee just recently chose those types in closed IRs. But the committee can choose others if they want to bring up in session to do so.</p> <p>Jeffrey Yamamoto: Added that he will asking in January to vote again for the "types" of IRs the committee would like to review.</p> <p>The "types" of categories are chosen by Quality Assurance by determining the highest level the incident qualifies for. There can only be one "type" chosen for each Incident even if there are multiple categories it may fit.</p>
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Call to Public

Lynda Stites

Discussion	<p>Rachel Allen: She was asked if she had any questions for the Committee? She replied that she didn't.</p>
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Adjournment to Executive Session

Lynda Stites

Conclusion	<p>Lynda Stites adjourned the meeting to executive session at 3:07pm.</p> <p>Next meeting will take place at the Tucson location on September 26th, 2018. Meeting adjourned by Lynda Stites at 3:45 PM.</p>
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