



**Division of Developmental Disabilities  
District Central Independent Oversight Committee  
Meeting Minutes  
Monday, November 25, 2019 – 10:00 AM to 1:00 PM**

**Call to Order**

The meeting called to order by Committee Chairperson, **Karen Van Epps** on November 25, 2019 at 10:05 am. The meeting was located at 4400 N Central Ave, Ste 900, Phoenix, AZ 85012.

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**Welcome and Introductions**

Attendance in Person: **Karen Van Epps, Eduarda Yates, Andrea Potosky, Linda Mecham, Debbie Stapley, Carol McNulty, and Heidi Reid-Champigny**

Attendance by Phone: **Sophie Legaspi, Larry Allen, and Veronica Peralta**

Absent: **Mandy Harmon, Sherry Wilhelmi, and Lisa Witt**

Public in Attendance: **Sophie Legaspi** (United HealthCare)

ADOA: **Larry Allen and Veronica Peralta**

DDD: **Eric Houghtalin** (IOC Liaison), **Marlene Riggs** (non-voting IOC committee member), and **Michelle Pollard** (NCI Coordinator)

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**ADOA and DDD Updates**

**Larry Allen:** advised that the manual is still pending in the ADOA Director's office. He also advised that they will be getting out materials to pass along to committee members for IOC recruitment.

**Karen Van Epps:** advised that the Assistant Director of DDD is no longer with the Division and that there is a new Interim AD.

**Eric Houghtalin:** reminded the committee that Jeffrey Yamamoto (DDD) would be available to provide article 9 training.

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**Article 9 Discussion**

**Karen Van Epps:** announced that they article 9 has been scheduled by release to the public for comment. She advised that the head of the PRC announced that they will be posting it for public discussion soon.

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**Statewide Annual Reports Discussion**

**Karen Van Epps:** announced that Richard Kautz would not allow the reports to be sent out individually. She advised that she showed the District Report to Rep. Nancy Bartow and that she was happy with the content of the report.

**Linda Mecham:** advised that the committee would like to have the copies of the burial plans written by **Maria Garcia**. She believed this to be a human rights violation.

**Marlene Riggs:** suggested that the burial plan issues should be an incident report.

**Michelle Pollard:** asked for background about the burial plan situation.

**Linda Mecham:** shared with **Michelle Pollard** the background.

**Michelle Pollard:** asked if there was a DDD license and how members/guardians got **Maria Garcia**'s contact information.

**Committee Members:** advised that support coordinators got members/guardians in touch with **Maria Garcia**. They noted that there was fraud and that **Maria Garcia** was suspended for six months. She was seen in a recent planning document meeting.

**Linda Mecham:** advised the correct procedure of writing plans and noted the differences between the correct way and the way that **Maria Garcia** has used. She advised **Larry Allen** that if ADOA wished to look into the situation that they would have all the details available for him to review.

**Larry Allen:** thanked **Linda Mecham**.

**Linda Mecham:** advised that any unused money should be paid back to AHCCCS.

**Eva Hamant:** added that she was surprised that AHCCCS hasn't pursued the refunds of the unused money and that this was Medicaid fraud.

**Eva Hamant:** asked **Eric Houghtalin** to include page numbers on the meeting minutes.

**Eric Houghtalin:** advised that he would do so.

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**Call to the Public**

**Sophie Legaspi:** thanked the IOC members for their attendance with the Lunch and Learn events. She advised that they plan to have a WebEx meeting as well and will send the information to **Eric Houghtalin** to pass along to the members.



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**Karen Van Epps:** thanked **Sophie Legaspi** and mentioned that behavioral health is not integrated and that there should be more support.

**Linda Mecham:** advised that she had been having difficulty with prior authorizations for medications. She noted that her son's Terros doctor wanted a list of medication that would require a prior authorization. She noted that she brought that up at the Lunch and Learn meeting and received the list.

**Karen Van Epps:** asked **Eric Houghtalin** to send out the contacts for **Sophie Legaspi** and **Amy Pawlowski** (United HealthCare).

**Eric Houghtalin:** advised that he would do so.

**Michelle Pollard:** advised of some executive leadership updates. She noted that she had worked with the new Acting Assistant Director in the past. She noted that he is familiar with the work given his background.

**Karen Van Epps:** asked who the new acting AD's go to person was in DDD.

**Michelle Pollard:** answered that would be most likely **Sherri Wince**. She noted that Sherri Wince has the historic knowledge. She noted that **Diane Murphy** would also be a good asset for the new AD.

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**Committee Member Report**

**Carol McNulty:** advised that she would like to add the billing of group homes to the next agenda.

**Michelle Pollard:** advised that she has **Diane Murphy** that she would like to bring in for the January meeting as she would have some good input about the topic.

**Eric Houghtalin:** asked **Michelle Pollard** to provide **Diane Murphy**'s contact information so he could send her an invite for the January meeting.

**Carol McNulty:** asked **Eric Houghtalin** to invite somebody (**Charlotte Bishop**) from DDD District Central Network to the next meeting.

**Eric Houghtalin:** advised that he would do so.

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**Discussion, Review, & Possible Action on Committee Membership**

There was no discussion, review, or action taken on committee membership at the meeting.



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Debbie Stapley motioned to move into executive session.

Linda Mecham seconded the motion.

There was no discussion.

All available members voted yes to move into executive session. No members abstained or voted no.

The public session ended at 11:35 am.

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**Incident Reports and Behavior Plans**

IOC Members took incident report packets with them prior to leaving. There was no discussion with the Quality Improvement Manager regarding the members or incident reports after the public meeting ended.

The incident reports included **643** closed and **117** open for a total of **760** total reports for the September meeting. An email was sent to the District Central Quality Improvement Manager to inquire about delivering the incident reports to the committee, but it was not replied to by the end of the meeting.

Type	Open	Closed
Accidental Injury	26	136
Deaths	2	0
Emergency Measures	1	42
Human Rights	6	1
Legal	2	1
Medication Errors	12	76
Missing	17	0
Neglect – Potential & Imminent	9	1
Other Abuse – Sexual, Verbal, and Emotional	6	8
Other	21	364
Physical Abuse	12	1
Property Damage	2	1
Suicide	1	12
<b>TOTALS</b>	<b>117</b>	<b>643</b>

IRs were equally divided among the members in attendance as they chose to take them. There was some discussion of individual incident reports among member and DDD staff in the executive session.

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**Debbie Stapley** motioned to adjourn the meeting.

**Linda Mecham** seconded the motion.

There was no discussion.

All available members voted yes to move into executive session. No members abstained or voted no.

The meeting ended at 11:58pm.

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**Adjournment**

The next District Central IOC meeting will be held on January 27, 2020 at 10:00 am.

*(The meeting ended at 11:58 am)*