



**Division of Developmental Disabilities  
District Central Independent Oversight Committee  
Meeting Minutes  
Monday, February 24, 2020 – 10:00 AM**

**Call to Order**

The meeting called to order by Committee Chairperson, **Karen Van Epps** on May 26, 2020 at 10:18 am. **This meeting was held electronically due to the Covid-19 pandemic restrictions.**

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**Welcome and Introductions**

Attendance by Video:

- **Eva Hamant**

Attendance by Phone:

- **Karen Van Epps**
- **Eduarda Yates**
- **Carol McNulty**
- **Lisa Witt**
- **Linda Mecham**
- **Heidi Reid-Champigny**

Members Absent:

- **Mandy Harmon**
- **Andrea Potosky**
- **Sheri Wilhelmi**
- **Debbie Stapley**

Public in Attendance:

- **Brett Dorsett**
- **Sophie Legaspi** (United Healthcare)

ADOA:

- *No ADOA staff present at the meeting*

Division of Developmental Disabilities:

- **Eric Houghtalin** (IOC Liaison)
  - **Marlene Riggs**
  - **James Maio** (District Central QI Manager)
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**Call to the Public**

**Brett Dorsett:** Introduced himself and gave some background. He advised that he has a child that is a DDD member. He has been active with the Program Review Committee. He is a licensed professional counselor. He wants to help provide oversight to DDD. He wants to have direct care providers trained to work with specific disabilities. He added that he had been asked at times to train staff to take care of his daughter. He has concerns about the way that IRs are written and followed up with in the future.

**Sophie Legaspi:** She had no updates but invited IOC members feel free to communicate with her if they have any needs.

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**ADOA and DDD Updates**

**DDD - Eric Houghtalin:** Advised that meetings would continue to be held electronically until at least the reversal of **Governor Doug Ducey**'s executive orders.

**ADOA -** *No ADOA staff were present at the meeting.*

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**Community Oversight Discussion**

**Karen Van Epps:** Advised that she believed a need for oversight other than APS and CPS for DDD members. She added that once a year monitoring is not adequate and that it's only a check-off. She advised the committee of one incident that happened a Mentor group homes involving a camera that was set up by the guardian that was turned the day before the resident member show bruising. She advised that another incident caught on camera had the resident member being held down by a caregiver. She said that she thought the organization would put the staff that turned the camera on administrative leave. She advised that the resident member was removed from the group home as a result. She advised that it was time to raise the concerns to the state legislators.

She also advised that PRC has been difficult recently as many of the agencies are opting to submit paper-only plans without attending in person or by electronic means.

She asked **James Maio** what the Quality Improvement units were able to do during the quarantine period.

**James Maio:** Advised that he couldn't give personal information about members in the open meeting. He advised that all staff are still doing their jobs but are being more careful in light of the Covid-19 quarantine. Nurses and other staff are wearing appropriate PPE.



**Division of Developmental Disabilities  
District Central Independent Oversight Committee  
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**Linda Mecham:** Advised that there was statute that suggests that APS and DPS are not the only investigative agencies in regard to DDD members.

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**Covid-19 Discussion**

**Karen Van Epps:** Advised that last Wednesday **Carol McNulty**, Vice-Chair, filled in on a IOC Chair meeting with **Leah Gibbs** about Covid-19. She asked **Carol** to give a summary of the meeting.

**Carol McNulty:** Summarized the content of the meeting and advised that the Division surveyed the providers about staffing, financial, and other areas. She noted that the staff and resident members have their temperature taken upon entering the group homes and that all other CDC recommendations are adhered to in all DDD contracted facilities. She noted that the Division has held virtual training and that ISP meetings have been held by electronic means during the quarantine.

She added that the DDD site has over 60-pages of best practices to stay safe.

She advised that **Leah Gibbs** brought up an issue that was happening in one of the group homes. One resident member has a weakened immune system and the other wants to go back to their program. She said that it could be life-threatening for the first member if the other one goes to their program. She advised that the Chairs said that it was the decision of the ISP team. She advised that there may have to be restrictions for the two members if one were to go out in the home. If a compromise cannot be made, there may be a cause to move one member out of the home.

She added that as of May 19<sup>th</sup>, there were 81 members and staff that were diagnosed with Covid-19. She advised that there three deaths statewide.

She added that when visiting her daughter's group home that her temperature is checked, and she was given a list of questions that she needed to answer. She noted that nobody was wearing masks in the facility.

She advised that she believes that DDD members need to be retrained to limit physical contact such as hugs and handshakes. She said that this might have to happen for years.

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**Support Coordination Meetings Returning to Face-to-Face Discussion**

**Karen Van Epps:** Advised that she had received an email from Zane Garcia-Ramadan, DDD Assistant Director, saying that the virtual meetings that support coordination it holding with members and guardians will return to face-to-face after they are given the all clear.



**Division of Developmental Disabilities  
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**Eric Houghtalin:** Asked the committee to report any rumors to him so that he can get them back to DDD management to handle.

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**Adjournment**

**Eva Hamant** motioned to adjourn the meeting.

**Lisa Witt** 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 11:39 am.

The next District Central IOC meeting will be held on June 22, 2020 at 10:00 am.

*(The meeting ended at 11:39 am)*