



**Division of Developmental Disabilities (DDD)  
District Central Independent Oversight Committee (IOC)  
Meeting Minutes  
Monday, November 23, 2020 – 10:00 AM**

**Call to Order**

The meeting called to order by Committee Chairperson, **Karen Van Epps** on November 23, 2020 at 10:06 am.

**This meeting was held electronically due to the Covid-19 pandemic restrictions.**

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**Welcome and Introductions**

Attendance by Video:

- **Karen Van Epps**
- **Eva Hamant**
- **Carol McNulty**
- **Sheri Wilhelmi**
- **Lisa Witt**

Attendance by Phone:

- **Linda Mecham**
- **Eduarda Yates**

Members Absent:

- **Mandy Harmon**
- **Heidi Reid-Champigny**
- **Andrea Potosky**
- **Debbie Stapley**

Public in Attendance:

- **None**

ADOA:

- **None**

Division of Developmental Disabilities:

- **Jeffrey Yamamoto** (DDD IOC Liaison)
  - **Michelle Pollard** (NCI Coordinator)
  - **Jezzel Davies** (Quality Improvement)
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**Call to the Public**

*Mercy Care and United Health Care representatives were not present at the meeting during this agenda item.*



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**ADOA Updates**

**ADOA – Larry Allen:** Advised the DDD Liaison that he had another engagement and could not participate for this meeting.

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**Annual Report Concerns**

**Karen Van Epps** informed the committee that she is struggling on the annual report because there haven't been any changes since the last year's annual report. She will send the new report out to the committee in the next few days. She said Article 9 hasn't been revised yet and it was supposed to be this past year. Karen asked the committee for any topics which should be addressed on the annual report. She informed the committee she has highlighted the Article 9 revision, Adult Protective Services reporting and investigations, Members being left out of the community housing due to behaviors and Supportive Decision making for the members. The shortage of Support Coordinators. Guardianship was discussed as a something not being emphasized but the freedom of individuals

**Sheri Wilhelmi** commented that she agrees with Karen about concerns she mentioned.

**Carol McNulty** commented that guardianship is beginning to be going away and not being pursued by members and members family. This is very important to keep as members can be too vulnerable.

**Linda Mecham** commented that she was informed that guardianship is not going away, but it is direction that the legislature is going to give the members more freedom and less guardianships.

**Karen Van Epps** brought up the sub-minimum wage for vocational rehabilitation. She hopes that it continues and that all wages do not get raised to minimum wages. Augmentative and Assistive Devices will be transitioned as of January 1<sup>st</sup> 2021.

**Sheri Wilhelmi** commented to Eva that the Center for Law in the Public Interest has settled with the state of AZ on the lack of services for the special ed community. She wanted Eva to know this information.

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**DDD Updates**

**Jeffrey Yamamoto** followed up with the IR file transfer to an online platform. Augmentative Communication Device is transferring to the Health Care plans on January 1<sup>st</sup>, 2021.

**Jeffrey Yamamoto** will invite Mary DeCarlo and James Maio to the January meeting. Any IRs and BPs are to be brought up to the DDD personnel to address.

**Jezzel Davies** will do follow up with James Maio on any questions that she and James receives.

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**Incident Report (IRs) Redaction Discussion**



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**Karen Van Epps** informed the committee that she had received a stack of IRs and they were from August.

**Jezzel Davies** from Quality Improvement chimed in and asked if there were any questions since she was informed by James Maio to log into this meeting.

**Karen Van Epps** asked about the follow-up with investigations on the IRs. Do they get followed-up on?

**Jezzel Davies** replied that they are investigated by nurses for clinical problems and others are by the Quality investigation.

**Karen Van Epps** is concerned that there is under-reporting of congregate housing because the numbers if IRs haven't increased. There is a mixed of support of the members via virtual media by the committee members. She asked Jezzel if this is what she sees.

**Eva Hamant** asked about the metadata reports that the committee received from Jeffrey Yamamoto. Jeffrey explain how the reports work and will give a tutorial at the next meeting.

**Sheri Wilhelmi** asked that the IRs be sent in a timelier fashion. She said they were behind by 5 months and want more immediate access to the IRs.

**Jeffrey Yamamoto** explained that hopefully by January there will be an online method for the IOC to retrieve and view IRs when they are inputted. He is having a meeting tomorrow to get the system platform going. The committee discussed the possible IT issues they may have for this platform. Jeffrey added that he will continue to inform the committee on the progress but will continue to send out IRs.

**Eva Hamant** was concerned about the Behavior Plans and PRC on the lack of follow up with their comments.

**Linda Mecham** suggested the committee that they keep a ledger to have follow up with DDD or PRC. Continue to make noise until there is resolution. This is to keep oversight over the IR and members. This to begin at the 2021 year.

**Karen Van Epps** mentioned to meeting in person for the IOC and PRC meetings. She believes that things are being missed in the virtual environment. Jeffrey responded that due to COVID-19 and the distancing required by the AZ Dept of Health that currently is in place.

**Jeffrey Yamamoto** will bring up to Mary DeCarlo to have PRCs conducted by Google Meets and not just telephonically.

**Sheri Wilhelmi and Karen Van Epps** summarized the overall concern of having more oversight to the members and their environment. Support Coordinators need to see the members in their homes to make sure there are no issues.

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**Adjournment of Public Session**

**Sheri Wilhelmi** motioned to adjourn the meeting.

**Linda Mecham** seconded the motion.



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There was no discussion.

All available members voted yes. No members abstained or voted no.

The public meeting was adjourned at 11:32am

The next District Central IOC meeting will be held on January 25, 2021 at 10:00 am.

*(The meeting ended at 11:32 am)*