



**Department of Economic Security  
Division of Developmental Disabilities  
District South: Tucson Independent Oversight Committee (IOC)  
Public Meeting Minutes  
400 W. Congress Street. Suite 500  
Tucson, AZ 85701  
May 22<sup>nd</sup>, 2019  
2:00 PM – 4:00 PM**

<b>Call to Order</b>	Lynda Stites
<b>Start Time</b>	2:02 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, Jessica Richards, Bill Burnett, Shereen Shoulders, Rachel Allen, Lynne Tomasa, Christine Small, Jennifer Premer</p> <p><b>IOC Members Absent:</b> Genevieve Valenzuela, Beth Elliott, Darrell Juan, Tyler DeMers, Bliss Gifford, Bianca Pimentel, Bonner Raskob</p> <p><b>Division of Developmental Disabilities (DDD) Staff:</b> Jeffrey Yamamoto (DDD Liaisons)</p> <p><b>Arizona Department of Administration (ADOA) Staff:</b> Veronica Peralta and Larry Allen (by phone)</p> <p><b>Public in Attendance:</b> none</p>
<b>Agenda Topics</b>	Call to Order, Welcome and Introductions, Call to Public, ADOA/IOC Liaison Updates, Discussion and Vote on Membership, discussion of Incident Reports (IRs) and Behavior plans. (BPs)

**Call to Order**

**Lynda Stites**

<b>Discussion</b>	<b>Lynda Stites:</b> Called the meeting to order at 2:02 pm
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**Welcome and Introduction**

**Committee**

<b>Discussion</b>	<p><b>Lynda Stites</b> introduced herself and the <b>Independent Oversight Committee (IOC) members</b> introduced themselves. The <b>DDD Staff</b> was Jeffrey Yamamoto <b>Veronica Peralta</b> introduced herself and <b>Larry Allen</b> as the new <b>ADOA</b> staff for the IOCs.</p>
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**Call to Public**

**Lynda Stites**

<b>Discussion</b>	<p><b>Lynda Stites:</b> There were no members of the public in attendance or identified on the phone.</p>
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**ADOA updates**

**Veronica Peralta**

<b>Discussion</b>	<p><b>Veronica Peralta:</b> Began by stating that she and <b>Larry Allen</b> are the new staff for ADOA overseeing the IOCs. <b>Veronica Peralta:</b> Stated that there is an effort to ensure that all IOC members have their Volunteer ID badges made. <b>Veronica Peralta:</b> Wanted to make sure the committee received the email address if they have any problems, they need to bring up with ADOA. The address is <a href="mailto:IOC@AZDOA.gov">IOC@AZDOA.gov</a> <b>Larry Allen:</b> Mentioned the newly signed House Bill 2059 and how it may impact the ADOA relationship with the IOCs. He is going to create a manual or cheat sheet to help guide the committees. He will be working with the DDD liaisons on this. <b>Larry Allen:</b> ADOA is here to help with anything the committee may need. <b>Lynda Stites:</b> Asked if there was anything else which maybe coming that will affect the IOC from ADOA. <b>Veronica Peralta:</b> Answered that not with the ADOA but communication is key to the ongoing process. <b>Lynda Stites:</b> Asked about the possible opening communication for the different investigating agencies to communicate with the IOCs. <b>Veronica Peralta:</b> ADOA knows that this is a desire for the DDD IOC committees. This is something that ADOA is looking to try to do with the other IOCs. <b>Lynda Stites:</b> Stated to clarify is the DCS IOC where the DDD IOC would ask to find out the results of an investigation in their agency. <b>Veronica Peralta and Larry Allen:</b> Stated that they didn't know but would look up the process and get back to the committee.</p>
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**IOC/ADOA Liaison update**

**Jeffrey Yamamoto**

<b>Discussion</b>	<p><b>Jeffrey Yamamoto:</b> Reiterated what ADOA had mentioned in their update. ADOA, HB 2059 and Badges.</p> <p><b>Jeffrey Yamamoto:</b> Informed the Co-chairs of the upcoming annual report and needs their input on the statistical information to give to them. He will send reminder email to them.</p> <p><b>Jeffrey Yamamoto:</b> Reminded the committee of their vote to not have a meeting in the month of June and the next meeting will be on July 24<sup>th</sup>, 2019.</p> <p><b>Jeffrey Yamamoto:</b> Asked the committee if they wanted to have Article 9 training.</p> <p><b>Lynda Stites:</b> Recommended to email the committee and take a vote on those who need to take the course.</p> <p><b>Lynda Stites:</b> Asked about other online trainings.</p> <p><b>Jeffrey Yamamoto:</b> Replied that there are no longer any mandatory online trainings as of beginning of 2018 per volunteer coordinator.</p>
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**Vote to go into Executive Session**

**Lynda Stites**

<b>Discussion</b>	<p><b>Vote for going into Executive Session at 2:28 pm</b></p> <ul style="list-style-type: none"> <li>• Move to vote to enter Executive Session: <b>Lynda Stites</b></li> <li>• Seconded the motion: <b>Jessica Richards</b></li> <li>• <b>All</b> Approved (8 members) "Aye" with <b>No</b> "Nay" votes</li> <li>• Motion passes and the committee goes into executive session to discuss behavior plans and IRs.</li> </ul>
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**Discussion, Review and possible action on committee membership**

**Lynda Stites**

<b>Discussion</b>	<b>Committee:</b> Nothing Discussed in Executive Session
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**Discussion and review of Incident Reports and Behavior Plans.**

**Lynda Stites**

<b>Discussion</b>	<b>Committee:</b> Discussed in Executive Session
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**Adjournment**

**Lynda Stites**

<b>Conclusion</b>	<b>Lynda Stites</b> motioned to adjourn the meeting at <b>4:04pm</b> . All the committee agreed to adjournment. Meeting was adjourned. Next meeting will take place at the Tucson DES location on July 24 <sup>th</sup> , 2019.
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