



**Division of Developmental Disabilities
District North Independent Oversight Committee
Meeting Minutes & Action Items
Wednesday, October 21st, 2020 – 4:00 pm**

Call to Order

Meeting called to order by Committee Chairperson, **Cynthia McKinnon**, on October 21, 2020 Time: 4:01 pm. The meeting took place by publicly accessible video conference.

Welcome and Introductions

Please Note: All attendance for this meeting was by electronic (video or phone) means only.

Attendance:

- **Cynthia McKinnon**
- **Sandra Malloy**
- **Robert Malloy**
- **Danielle Lawrence**
- **Jody BonDurant-Strong**

Absent:

- **Maegan Van Wyck**
- **Kyle White**

Public in Attendance:

- **Sophie Stevenson** (United Healthcare),
- **Lionel Delgado**

ADOA:

- **Larry Allen**

DDD:

- **Jeffrey Yamamoto** (DDD IOC Liaison)
 - **Richard Kautz** (DDD IOC Supervisor)
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Call to the Public

A call to the public was made. **Lionel Delgado** spoke on the Virus (COVID-19) deaths and how an organization is looking to ask Washington for funds to help with funeral cost to citizens who died of COVID-19. This looks as if it is specifically for those members families receiving only Social Security. This would relieve them of funeral expenses to intern their loved ones who passed from COVID-19.

Discussion About IR Responses from DDD

Cynthia McKinnon: Advised that they did not have any IRs for several months.



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Jeffrey Yamamoto has reached out to Quality Improvement Administrative Assistant, **Barbara Cortez**. He informed the committee he had contact with her and IR will be being sent to him and he will send out all IRs to the committee.

Danielle Lawrence: Added that she had not been getting IRs or BPs for since May and she is concerned that there could be violations that they are not catching. She is considering leaving the IOC due to the inactions of receiving IRs to review. Review answers have been inadequate. It is upsetting that the IR situation has not been successfully addressed and that especially during the quarantine, the IOC has not received any IRs. She would like any IRs from the past to be sent to herself and the committee when they become available.

Richard Kautz: Empathizes with the committee and was not aware of the time lapse of the last IRs received. Dani and Bob both confirmed that it had been since May they had not received any IRs. He gave his information for the IOC to contact him in case there are any problems going forward. He did explain he is short staffed but is hiring currently to make up for the shortfall. **Bob Mallory** asked where the IRs are housed. Richard explained that Quality Improvement has the reports and with redactions it is a laborious process for IRs to be sent out. **Bob Mallory** asked why this is not electronic now? Richard explained that DDD is working to get that done now and is hoping to have it available in a month or so. This would be a platform where the IOC member would log into it and review any recent IRs through their electronic devices.

Jeffrey Yamamoto asked that the members should ensure their addresses are correct to receive mailed IRs. He promised to send out the IRs as soon as he receives them.

Update from Quarterly Statewide meeting

Jeffrey Yamamoto: Asked Cynthia or Bob to comment on the DDD Quarterly Statewide IOC meeting.

Cynthia McKinnon commented that the DDD Quarterly Statewide IOC meeting was held today and that they informed the Chairs that the rate of COVID-19 was low among the DDD members versus the public. DDD is getting a handle on PPE sourcing and COVID-19 deaths are low. That the congregate housing was doing their part to keep the members safe and now allowing some visitation under ADHS guidelines.

Bob Mallory: Informed the 43 deaths in 893 positive cases seems OK but the rise is occurring with every population. Mandatory mask initiative at a Day Treatment Adult Programs (DTA) was brought up at the Statewide meeting. According to DDD, the DTA can respond that all members must wear masks and if a member decides not to, they will be asked to leave. This is so that the rest of the facility can be kept from possible COVID-19 contamination from one individual. In this case DDD can offer other alternatives to the member who cannot wear a mask.

Richard Kautz: commented on the mask wearing of the state and how it is good to prevent the spread of COVID-19.

ADOA and DDD Updates

Larry Allen: Advised that he is working with DDD to set up an electronic means of accessing the IRs online. Jeffrey and Richard Kautz are spearheading the efforts in DDD. Jeffrey Yamamoto said that they ran into a hiccup in that the system needs some work to bring online with the way the liaison sees it easiest for IOC. Larry mentioned the year end annual reports are due within a few months. He had no further updates.

Jeffrey Yamamoto will be taking over the committee as their liaison. He wanted to introduce himself to the committee members. He hopes he can add value to their committee with more communications. He informed the committee that he will be on annual leave for their next meeting and that Richard Kautz will be facilitating the November meeting.



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Sophie Stevenson from United Healthcare had no new updates

Discussion, Review, and Possible Action on Committee Membership

Cynthia McKinnon asked if any more coming. Jeffrey Yamamoto he will contact the DDD volunteer coordinator and keep pressing for volunteers in the District North and all Districts.

Incident Reports and Behavior Plans

Jeffrey Yamamoto said that he is having a meeting with Marilyn Croci and Mary DeCarlo of the PRC the next day. He will be discussing with them some questions from PRC on their dispositions of Behavior Plans (BP). He will inform the PRC that both Dani and Bob would like to participate in PRC virtually.

The committee will review the September 2020 reports once they have been redacted, printed, and sent. The reports listed in the graph below incidents reported is Sept 2020. The Sept incident reports include 72 open and 245 closed reports. This is a total of 317 incident reports presented to the committee for review.

The committee submits their comments and questions about the incident reports to Barbara Cortez, Administrative Assistant for District North Quality Improvement and Jeffrey Yamamoto by email. Barbara Cortez responds by email when replies are available.

Incident Type	Open	Closed
Accidental Injuries	12	45
Client Missing	2	11
Deaths	0	4
Emergency Measures	0	5
Human Rights	3	3
Legal	4	5
Medication Errors	13	53
Neglect	10	10
Other Abuse	7	5
Other – Behavior	6	35
Other – Non-Behavior	8	54
Physical Abuse	7	8
Property Damage	0	3
Suicide	0	4
Totals	72	245

Adjournment

Cynthia McKinnon adjourned the meeting at 4:52 pm. The next meeting is set for Wednesday, November 18, 2020 at 4:00 pm.