



**Division of Developmental Disabilities
District North Independent Oversight Committee
Meeting Minutes & Action Items
Thursday, September 19, 2019 – 9:30 AM to 12:00 PM**

Call to Order

Meeting called to order by Committee Chairperson, **Cynthia McKinnon**, on September 19, 2019 - Time: 9:34 am. The meeting took place at 1701 N. 4th Street, Flagstaff, AZ 86004.

Welcome and Introductions

Attendance in Person: **Ted Garland, Cynthia McKinnon, Audra Sindelar, Robert Malloy, Sandra Malloy, and Maegan Van Wyck**

Attendance by Phone: **Larry Allen (ADOA), Dani Lawrence, Desi Preciado** (DDD Justice System Liaison)

Absent: **Kyle White**

Public in Attendance: **Rep. Walter Blackman** (Arizona State House of Representatives)

ADOA: **Larry Allen** (by phone)

DDD: **Eric Houghtalin** (DDD IOC Liaison) and **Desi Preciado** (DDD Justice System Liaison)

Arizona House Rep. Walter Blackman

Criminal Justice Reform and Sex Education for DDD Members

Rep. Walter Blackman: Advised the committee of what has been done for DDD members in the most recent legislative session. He noted that there was a budget passed for the program. He suggested that the amount could be better and wanted to ask his colleagues to increase the budget next year. He suggested a similar program to something the Veterans Administration. The VA program is a sliding scale for caregivers. He also shared plans to introduce programs/legislation. He advised that criminal justice reform is one of his projects this upcoming session. He would like to introduce a diversion program for people with physical or mental disabilities. This would give DDD members assistance in getting the help that they need rather than incarceration.

Eric Houghtalin: Asked if it was okay to give **Desi Preciado** (DDD Statewide Benefits Coordinator and Justice System Liaison) his contact information for collaboration purposes.

Rep. Walter Blackman: Asked the committee to give input so that he can help draft legislation that will aid DDD members. He also advised that sexual education should be left to the parents (guardians) and not the government. He would like to see an education program if the parents are okay with it. Otherwise, it was noted that he would not want to overstep the will of the parents. He called for more accountability for agencies, caregivers, and others that are a part of sexual abuse toward any DDD members.



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Cynthia McKinnon: Advised that the committee would like to have members trained to know that their bodies are their own as well as appropriate socialization.

Rep. Walter Blackman: Advised that he believes that the parent/guardian rights should be respected. He said that if the parent (guardian) is fine with the training that there wouldn't be a problem.

Ted Garland: He advised that the state needs to crack down on assaults by (unintelligible). He said that they shouldn't be working (in the field).

Rep. Walter Blackman: Noted that there was a difference between sexual assault and inappropriate contact. He advised that both the members and caregivers should be taught about both. He called for people that fully violate the law (regarding both sexual assault and inappropriate contact) to be prosecuted of the law.

Cynthia McKinnon: Advised the Representative that she knows of a program that would be helpful for DDD.

Maegan Van Wyck: Advised that the prosecution can be tough to prove if there is no knowledge of what abuse is regarding their bodies. She advised that most of the population is not under guardianship.

Rep. Walter Blackman: Acknowledged **Megan Van Wyck's** statement but noted that parent (guardian) rights are important. He said that there should be more professionals to help the families. He noted that he is sponsoring an initiative to get student loan repayment for professionals that are willing to work with vulnerable population. He advised that he will continue to work with and listen to the committee.

Cynthia McKinnon: Asked if laws passed by the state would apply to private prisons.

Rep. Walter Blackman: Answered that he believes that private prisons fall under the Department of Corrections, but that they have their own guidelines. He advised that the DOC budget is about \$1 billion. He continued to advise that the private prisons are paid by the state for the number of bodies housed.

Cynthia McKinnon: Asked for the **Rep. Blackman's** business card.

Rep. Walter Blackman: Thanked the committee for the opportunity to speak and would consider joining the committee in the future.

ADOA and DDD Updates

DDD - Eric Houghtalin: Advised that ADOA is still waiting for signatures on the new HIPAA forms from **Maegan Van Wyck, Danielle Lawrence, Ted Garland, and Kyle White**. He added that he will send the link to the IOC Agenda/Minutes page. He advised that the updated forms will be in each member's packet and that he will need them signed and returned by the end of the meeting. He noted that Kyle's form has been mailed to his home as he attends meetings by phone. He also advised that the IOC Operations Manual and Standard Work is out for public discussion. He asked the committee to let him know if they hadn't received a link or an emailed digital copy at this time. He advised that he would



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arrange to have that sent out. He also informed the committee that the other DDD IOC Liaison, **Jeffrey Yamamoto**, is currently working on being certified, by the DES Office of Professional Development, to teach Article 9. He advised that if any member of the District North IOC still needs to take the class, they should let either Jeffrey know as soon as possible, and he will book a class locally.

ADOA - Larry Allen: Advised that IOC Operations Manual and Standard Work is online for discussion.

District North IOC Annual Report Discussion

Cynthia McKinnon: Discussed the annual report topics. She asked the committee for input. She noted that she would like to include the need for sex ed, using the police as a threat, and a uranium issue in Native American lands. She advised that the committee will be in contact with the members.

Eric Houghtalin: Advised that the Division policy is that there we don't call the police on members.

Dani Lawrence: Advised that she would like to see something about the infestation of bed bugs in group homes and other contracted provider sites.

Eric Houghtalin: noted that when he was a Support Coordinator, that he had a member that had bed bugs and that he and the day treatment program was able to find a creative solution so the member would not have to miss his program. He suggested that support coordination can aid in the education and slowing of the spread of bed bugs.

Cynthia McKinnon: Asked the committee members to send her any suggestions.

IOC Operations Manual and Standard Work Discussion

Cynthia McKinnon: Advised that she has read it and is unsure what it will mean to the IOCs. She noted that there a few issues with it. She encouraged all IOC members to read it. She said that is was legal ease. She noted a that there were a couple of points that were inappropriate.

Eric Houghtalin: Asked if public comments needed to happen online or if an email to ADOA would suffice.

Larry Allen: Advised that email would be fine.

Call to the Public

Sophie Legaspi: Introduced herself, advised that she would be willing to work with community members about the behavioral health issue, and is available to assist with other issues. She is employed by United Healthcare as the Liaison to DDD.



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Committee Member Report

Dani Lawrence: She noted that DDD long-term care members are not being funded for behavioral health.

Eric Houghtalin: Noted that the insurance companies (Mercy Care and United HealthCare) will be funding behavioral health as of October 1st. He advised that both insurance companies should be statewide as of October 1st.

Discussion, Review, & Possible Action on Committee Membership

Eric Houghtalin: Reports that he had sent out about 200 recruitment letters to Pharmacists, Tribal Council Members (in Northern Arizona), and other professionals as directed by ARS 41-3801 and ARS 41-3804. He advised that he will continue to send letters to aid in the recruitment efforts in District North. He also encouraged the IOC members to reach out to colleagues, friends, and other professionals in the area as well. He reports no applications pending at the time of the meeting.

(Committee entered executive session at 10:33am)

Cynthia McKinnon moved that the committee move into executive session.

Audra Sindelar seconded the motion.

There was no discussion.

All present (in person or by phone) members voted yes. No members voted no or abstained.

Executive session started 10:33am



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Incident Reports and Behavior Plans

The committee had incident reports mailed to their homes for the month of August. These reports will be reviewed, and inquiries will be sent to the Quality Area Manager, **Michelle Uhalde-Woods**, and DDD IOC Liaison, **Eric Houghtalin** for follow up.

August incident reports include 156 open and 410 closed reports. This is a total of 566 incident reports presented to the committee.

Type	Open	Closed
Accidental Injury	35	83
Deaths	0	0
Emergency Measures	0	9
Human Rights	2	3
Legal	3	3
Medication Errors	26	99
Missing	3	4
Neglect	11	12
Other Abuse	2	2
Other	69	183
Physical Abuse	1	1
Property Damage	4	9
Suicide	0	2
TOTALS	156	410

- IRs were divided among the members of the committee.
- Number of Questions for Quality Improvement Manager (QIM): committee communicates directly with QIM.

Cynthia McKinnon motioned to adjourn.

Audra Sindelar seconded the motion.

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

Meeting adjourned at 12:07pm.

Adjournment

Cynthia McKinnon adjourned the meeting at 12:07 pm. The next District North IOC meeting will be held on October 17, 2019 at 9:30 AM.