



**Division of Developmental Disabilities
District South (Sierra Vista) Independent Oversight Committee
Meeting Minutes & Action Items
Thursday, June 13, 2019 – 9:00 AM to 11:00 AM**

Call to Order

Meeting called to order by Committee Chairperson, **Amy Schroeder**. The date was May 9, 2019 at 9:02 am. The address of the meeting was 2981 E Tacoma St, Sierra Vista, AZ 85635.

Welcome and Introductions

- Attendance in Person: **Mary Haynes, Amy Schroeder, Patsy Sartain, Jerry Regan, Gloria Brunell, Michelle Talley, Chere Solorzano, and Keith Jansen.**
- Attendance by Phone: **None**
- Absent: **Vickie McDonald, Sherri York, and Margarita Fate.**
- Public in Attendance: **None**
- ADOA: **Veronica Peralta (by phone)**
- DDD: **Eric Houghtalin, IOC Liaison and Mike Valdez, District South Quality Area Supervisor.**

The Committee and State of Arizona Employees introduced themselves.

DDD IOC Liaison and ADOA Updates

Eric Houghtalin advised that the committee has been given a document forwarded by DDD management that is a commentary about redetermination of members over six years of age. The committee was made aware of the departure of **Kim Burks** from the committee. The committee was also made aware of **Mary Haynes** stepping down as the Chairperson of the committee. He advised that **Amy Schroeder** was advanced to the position of Chairperson of the committee for the remainder of the current term as outlined in the guidelines. He also advised that **Jerry Regan** was advanced to the position of Vice-Chair for the remainder of the term pursuant to the guidelines as well.

Veronica Peralta: encouraged the committee to check out the IOC site. She advised that the SV IOC is being separated from Tucson on the site. She also advised that they are working on mission statements and hope to have it ready by Statewide. She advised that ADOA sent out an announcement about business cards.

Call to Public

No public comment given as there were no members of the public were present at the meeting.



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Committee Member Report

Keith Jansen: advised that the annual NAMI meeting is being held this Saturday 11am to 1pm at the County Complex. Please feel free to contact **Kelly Norris** at 520-459-3228. The speakers will be talking about adult abuse.

Discussion, Review, & Possible Action on Committee Membership

Jerry Regan motioned to pre-approve **Mike Valdez** for membership once his application is approved by the DES Volunteer Coordinator.

Mary Haynes seconded the motion.

All present members voted yea. None present voted nay or abstained.

Upon approval of **Mike Valdez's** volunteer application, it will be forwarded directly to ADOA for processing. **Mr. Valdez** advised that his application will be started the day after his retirement toward the end of this month.

Chere Solorzano is the new Sierra Vista IOC Chairperson pursuant to the committee guidelines.

Amy Schroeder motioned to proceed into executive session.

Michelle Talley seconded the motion.

There was no discussion.

All present IOC members voted to enter the executive session of the meeting. No members voted no or abstained.

(End of public meeting and start of second executive session at 9:50 am)



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Incident Reports and Behavior Plans

The committee members reviewed 98 incident reports. This included 7 open and 91 closed reports.

Type	Open	Closed
Accidental Injury	0	24
Deaths	0	1
Emergency Measures	0	2
Human Rights	1	0
Legal	1	0
Medication Errors	0	12
Missing	0	0
Neglect	4	0
Other Abuse	0	0
Other	0	52
Physical Abuse	1	0
Property Damage	0	0
Suicide	0	0
TOTALS	7	91

IRs were divided among the members in attendance.

Number of Questions for QAM: members of the committee discussed the incident reports directly with the Quality Area Manager.

Number of Behavior Plans turned in by IOC Members: None.

The Program Review Committee Chairperson passed out behavior treatment plans to the committee members.

Adjournment

Amy Schroder - Motioned to adjourn the meeting.

Gloria Brunell – Seconded the motion to adjourn the meeting.

There was no discussion.

All present IOC members voted yes. No members voted no, and none abstained from voting. The motion carried.

Amy Schroeder adjourned the meeting at 10:16 am. The next District South – Sierra Vista IOC meeting will be held on July 11, 2019 at 9:00 am.