



**Division of Developmental Disabilities (DDD)
District Central Independent Oversight Committee
(IOC) Public Meeting Minutes Summary
Monday, June 27, 2022 – 10:00 AM to 12:00 PM**

Call to Order

Meeting called to order by Committee Chairperson, **Linda Mecham**. The date is June 27, 2022, at 10:03 AM. **The meeting took place Virtually due to COVID-19**. Physical location when meetings resume in person will be at 4400 N Central Ave, Ste (to be determined) Phoenix, AZ 85012.

Welcome and Introductions

Attendance Virtually:

- **Linda Mecham**
- **Sherry Wilhelmi**
- **Eva Hamant**
- **Carol McNulty**
- **Carolyn Willmer**
- **Eduarda Yates**
- **Mandy Herman**
- **Lisa Ehlenberger**
- **Tina Buettner**

Attendance by Phone:

- **Debbie Stapley**

Absent:

- **Andrea Potosky**
- **Marlene Riggs**
- **Chris Garcia**

Public in Attendance:

- **Michel Sanderfer** (potential member)

Health Plan Liaisons:

- **Karen Kramer** (UnitedHealthcare)
- **Vera Kramarchuk** (Mercy Care) -attended by phone

ADOA:

- **Larry Allen**



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DDD:

- **Jeffrey Yamamoto** (DDD IOC Liaison)
- **Patricia Sandino** (DDD District Central PRC Chairperson) – joined late
- **James Maio** (DDD District Central Quality Improvement Manager)
- **Joan McQuade** (DDD Chief Advocate) – joined later after introductions

Call to Public

Linda Mecham asked for public to introduce himself. No other public was in attendance other than the new IOC Candidate.

Introduction of new IOC Candidate

Michael Sanderfer shared he is a parent to DDD member. He has a bachelor's degree in human rehab service from Colorado. He has a master's degree in special education. His daughter is diagnosed with Angelman's Syndrome. He attended IEP meetings for his daughter. He goes speaking Angelman conferences and facilitates for the dads. He also is a family advisor with Raising Special Kids. He helps new Angelman families through Raising Special Kids. His daughter's DDD supervisor referred him to IOC. He is aware of the responsibilities associated with IOC membership. He states he has experience, from the past, behavioral and treatment plans in Reno.

Sherry Wilhelmi asked Michael if he was still with Raising Special Kids and how much time he spends.

Michael shared he volunteers there a couple hours a week. He attends parent panels relating to special needs populations, explaining the need to future teachers.

Linda Mecham explained IOC committee will vote on membership at next meeting. Linda welcomed him to attend the meeting and explained executive session details. Linda asked the IOC Liaisons, moving forward, for a heads up on new candidates and review ahead of time of the application.

Discussion on Article 9

Linda Mecham explained she had asked for an update on status of Article 9 and the timeline. She shared that Michelle Rademacher reached out to Mary DeCarlo and found DDD is taking time to review comments before releasing the new policy and there is no update at this time.

Linda stated because of timeframe for comments, District Central was not able to meet as a body to discuss the issues that the Article 9 subcommittee discovered, our committee was not able to vote to approve or disapprove those issues, and so because the effort was collaborative between district west and district central, we came up with a 4 page letter that district west drafted and a 24 page document that Linda composed, the IOC was able to review individually and sign on.



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Linda would like to have a vote as to whether District Central IOC adopt the documents as presented in the email.

- **Sherry Wilhelmi** motioned IOC Central adopt 24 page and 6 page from IOC West as our stance for Article 9.
- **Tina Buettner** seconded the motion

Discussion:

Tina Buettner expressed her appreciation on the time and effort input in the documentation. Carol agrees with the kudos from Tina. No other committee members had comments.

- **All the members present** (see Welcome and Introductions for attending members) **voted “aye” and there were no “nay” votes**

Linda states she will submit the documents as part of the District Central annual report.

Flexibility the autism way

Eva Hamant talked about her experience of attending a two-day conference on flexibilities. Eva summarized the conference was focused on teaching to help those with disabilities be comfortable with change and receive person centered support. Eva asked if people on the committee could help come up with a proposal to DDD for them to do something to help people reduce their stress, related to inconsistencies in daily life, other than just medication. Since contracts are open for review, DDD could put into effect a requirement for a calendar/schedule for members to include daily tasks, appointments coming up, ... teaching flexibilities within our members.

Carol McNulty stated she thinks this is already being done. Linda agreed with Carol.

Tina Buettner shared information on her personal experience and advocating for her son who has Autism. She stated there is a format in a book, “All about Me”. It was which was created to help her son be understood and providers to get to know him. Tina also shared information on a bracelet program which aided her nonverbal son (at the time). Tina’s son used bracelets of different colors to express how he is feeling and doing. Tina talked about her son being on a schedule at his group home. She is happy about the schedule, and it has helped her son. Tina stated transition periods are difficult for her son who can be behavioral.

Eva wants the agencies accountable for aiding to reduce member stress in a way other than using medication alone.

James Maio shared knowledge that not every person needs or wants a schedule. Some members do not need others determining their schedule. Not all members need that level of support. That’s why we have individual plans for members. James stated he feels Eva’s plan has merit in training for staff and people that support members. Teach the staff and personnel how to development schedules for people who need them. Teach when it is appropriate to put a schedule in place, how to put a schedule in place and what supports and benefits a schedule brings to the people who need one. For the people who have anxieties about what’s happening next, those things that help them prepare for changes and things that might alter their day/lives is invaluable. How to implement the support without making it mandatory that everyone have one is necessary.



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Linda asked James how to move forward in presenting this to DDD? James said sending suggestions that the Division develop or look at developing additional training for staff and vendors on how to implement and develop schedules for members who need a schedule in their lives.

- Linda asked for Motion.

Mandy Herman shared she has a schedule for her staff to be informed on her support needs during the day.

Sherry Wilhelmi shared from Mo's website she is marketing her tools as an educational program which looks like a program on building tolerance in transitions. Sherry states this is not new material.

Eva states she is advocating on teaching flexibilities in individuals which is person centered.

Carolyn Wilmer shared in Head Start she worked on accommodations for students who had health issues. She explained she created documents that were a framework for specific health issues.

Anything that can give providers a framework that they can use in addressing issues, to help them ask the right questions, and think through the challenges of each individual would be helpful.

Patricia Sandino stated the BTP plan for members are presented with a schedule. Most of them are designed with the member sitting by and deciding on their schedule. Patricia stated in 90% of our plans, our members are already on their own schedule. Some of them are utilized as a teaching objective.

Linda asked for committee to review the information further and discuss again. Eva agreed with Linda.

- Request for motion was rescinded.

Ammonia Toxicity from Depakote

Linda Mecham explained her experience with her son and his symptoms. Issues that need to be brought forward 1. Is ammonia toxicity a test which is performed as a standard 2. Why isn't the planning document done?

Debbie Stapley stated her doctor performed regular blood tests to watch for toxicity. Sherry shared Depakote has been used for behavioral reasons

Karen Kramer reported per the pharmacy department that AHCCCS drug list specifies which medication require prior authorization prior to dispensing. Depakote does not require prior auth per the AHCCCS drug list. Karen states there is recommended monitoring parameters including serum ammonia levels with symptoms of unexplained lethargy, vomiting, hypothermia or mental health status change. Currently with no prior auth required from AHCCCS the responsibility for monitoring lies with the prescriber We would need AHCCCS to require and dictate the requirement of prior auth in order to implement any change.

Linda asked how can we make the public more aware? How can we make doctors more aware?

Tina Buettner shared her son's experience with Depakote and ammonia toxicity. She explained the techniques utilized in blood draws required that the blood needed to be cold for accurate test results.

She stated specialty doctor followed the required blood test specifications. Tina stated the hospitals were not aware of the parameters required for ammonia toxicity testing.

Karen stated she will move this information to the directors, UHC and DDD and see what their thoughts are on this.



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Eva Hamant made suggestions communication with PRC and also asked about motion through IOC to get to Jamie Snyder.

- **Eva Hamant** motioned 1 AHCCCS looks at Depakote and individuals on Depakote get ammonia level blood test.
- **Sherry Wilhelmi** amended the motion that we and AHCCCS raise the level of awareness with the doctors that are prescribing Depakote need to be aware of ammonia toxicity.
- **Eva Hamant** Seconded
- **All the members present** (see Welcome and Introductions for attending members) **voted “aye” and there were no “nay” votes**

- **Eva Hamant** motioned IOC committee members in PRC upon seeing Depakote make a comment on possibly needing ammonia toxicity testing and the staff ensures that the blood is drawn properly.
- **Sherry Wilhelmi** Seconded
- **All the members present** (see Welcome and Introductions for attending members) **voted “aye” and there were no “nay” votes**

Information was asked from DDD per the barrier in care due to planning documents not being completed.

Joan McQuade recommended the affected individuals involved reach out to elevate the barriers to care. Joan provided input and asked the committee to send her emails with information so she can forward on. Committee members agreed to send Joan an email.

Annual Report Update

Linda Mecham states an outline has been created.

Larry Allen shared the annual report is not due until November 1.

Linda asked about minutes for April and May since they are not up on the website currently. Jeffrey shared that the ADOA had a new website update. Jeffrey agreed to send the minutes to Linda.

Linda shared the Annual Report Topics as follows:

Pain Scale, The Wearing of Masks Inconsistency (program to program/provider to provider), Members Not Involved in Activities Through the Day, Non-verbal Members and Person Centered Plan, concerns On New Person Centered Plan, Abuse & Neglect Curriculum, Transgender Issues, Healthy Food Cards, Article 9, Involvement with Legislative Bills, Crisis Care, ARPA Funding, Recruitment (3 new members w/prospect of 4th), Unanswered Motion (Eva), Depakote & Ammonia Toxicity.

Linda asked the committee to write a tribute to **Karen Van Epps** for their annual report. IOC members will email their comments on Karen directly to Linda. Regarding unanswered motion: Eva had asked Megan Dougherty why there was no response to her motion. Motion was IOC requests that DDD find out how many non-retired members do not go to DTA or work program? Linda stated this was going on prior to COVID shutdown. The committee members feel DTA attendance has not resumed for those that require enhanced staffing support.

It was asked if Eva wanted to renew the motion. Eva says yes.



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- **Sherry Wilhelmi** motioned to refile Eva’s motion to move forward with IOC question to DDD about how many folks are retired or not retired that want to attend DTA or Work program are not.
- **Mandy Herman** seconded the motion.

No Discussion

- **All the members present** (see **Welcome and Introductions for attending members**) voted “aye” and there were no “nay” votes

Motion passed

Policy and Possible Sub-Committee

Linda Mecham stated in the bills that were passed there is policy that permits IOC 30-day review prior to public comment period. Linda shared Leah stated the practice will go into effect sooner than close of legislative session. Linda asked the committee for feedback on how they want to tackle the advanced notice. Do each one of us just want to read the policies and bring it forward at each meeting? Do they want to form subcommittee that reads the policy and bring issues, concerns, or summary of the policy to meetings? Linda asked the committee what they wanted in order to have time to meet and to vote.

Eva Hamant feels like a subcommittee would not make it. She suggested a group email.

Carol McNulty stated everyone with their expertise could review the topics individually, but a subcommittee will not “make it” because it is hard to get together. Tina agreed with the suggestion from Carol.

Linda Mecham explained in her past experience with DDAC, that committee asked for a summary from the policy unit that they send a summary and how it would affect the members and why the change was necessary. Linda stated maybe the committee could ask someone from DDD policy to attend IOC meetings to provide explanations.

Eduarda Yates was asking where to find the policy updates. Team shared DDD is emailing to all the IOC committee members.

Jeffrey Yamamoto will ask **Leah Gibbs** about IOC receiving summary from DDD Policy Unit as same as DDAC updates. Jeffrey agreed it was okay for the committee to share phone calls as long as they don’t exceed 7 in attendance which is quorum.

DDD Staff updates, Health Plans and ADOA

Karen Kramer (United Healthcare) stated she had no updates. Questions came up on accessing funds per the Healthy Foods card. Karen provided her email for individual committee member assistance. Mandy shared the funds can be accessed through online, but it is a new program this year and the funds expire if you do not use them.

Vera Kramarchuk did not provide an update. She was not present for the entire meeting.

Larry Allen stated state legislature ended last week. There were 1800 bills that were dropped this



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legislature. Governor Ducey signed 300 of them. They have a bipartisan budget. Fiscal year ends June. Annual report due Nov. 1st. All state agencies are transitioning to new platform on their website. ADOA website was done first. Larry shared he is working with his developers to ensure the website is more intuitive. Regarding items which did not carryover per the new website, if items cannot be uploaded through the IT team, then we will be re-loading manually. Please reach out if you need items, Michelle, Jeffrey, and myself will get them to you.

Jeffrey Yamamoto informed the IOC that a fourth redactor has been onboarded. We should be more on time, not as much backlog to your IRs. We are actually starting to bail out the backlog. Thank you Eva for sending in your comments. Jeffrey offered support to IOC members who have barriers in reviewing IRs. He asked to email and/or call to arrange that support with him.

Joan McQuade added that we do have another staff coming on. In the past week we were able to get more redacted due to the new staff that is already onboard. The newest staff is receiving her equipment today. Just this past week, we noticed a big difference and we are on an upward trend in redacting IRs for the IOC.

Patricia Sandino joined sometime after meeting introductions. Patricia communicated due to being in the hospital, some PRC meetings were rescheduled. She stated invitations will be sent out and IOC members are welcome to attend. She shared she can provide information to the committee to help with their annual report as she has done in the past.

James Maio stated quality has experienced a few changes. He has a replacement for his supervisor on his intake team. He has a nurse investigator vacancy. He has a nurse investigator vacancy. He lost all 4 of the temp nurse positions and is down to 3 nurse investigators. He has two total vacancies. He is shorthanded due to loss of temp. admin positions. James states he does feel very shorthanded.

Michelle Rademacher informed the team that she is fully immersed in IOC liaison tasks and responsibilities. She asked the committee to please watch for emails from her. Michelle Rademacher stated emails were sent as notice that reviewable incident reports have been added to the committee's shared drive for review. We also wanted to inform the committee of the upcoming Statewide Quarterly IOC Chairs' meeting on July 20.

Roundtable Reports from Members

Sherry Wilhelmi commented Supreme Court upheld rules on pain management. They are overturning rulings, so they are not criminalizing doctors that are treating pain. Supporting Nancy Barto because she supports us. If you have concerns about legislation, Nancy will hear us. Make an appointment and talk to her.

Linda Mecham stated Abuse & Neglect curriculum is going out for public comment next month. The questions, comments can be sent out to committee for review. DDD told Linda IOC does not have to



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re-submit. Linda stated additional data needs to be collected. Linda reiterated that District Quality investigators should be allowed to expand their scope if investigation. Linda wants committee members to re-submit to DDD. Abuse & Neglect open for public comment will be added to next meeting agenda.

Carol McNulty Abuse & Neglect curriculum for members, IOC addressed concerns and need for answers.

Carolyn Willmer nothing to add.

Debbie Stapley none

Eva Hamant stated she has two issues for executive session.

Eduarda Yates concerned there are not enough people in behavioral health to support individuals. They are simply not putting enough money into education.

Mandy Herman nothing currently.

Lisa Ehlenberger nothing currently.

Tina Buettner states she is working with group of mental health practitioners on training on how to serve our members. A lot of individuals are leaving the mental health realm. As far as long-term care, a new facility called Mind 24 is a new acute care system that bridges care after hospitalization. They do intakes and have a facility that can take our members, temporarily. They have thirty mental health professionals working for them that want to see change in Arizona. Tina is advocating and helping Mind 24 for reduced ER stays, better care in ER and placement for lower IQ, aggressive individuals. Another project Tina is working on is finding Day programs with enhanced ratios.

Motion to go to Executive Session

Linda Mecham asked for a motion to go into Executive Session to discuss Eva Hamant IR questions.

- **Sherry Wilhelmi** motioned to go into Executive Session to discuss Eva Hamant IR questions.
- **Carol McNulty** seconded the motion
- **All the members present** (see Welcome and Introductions for attending members) **voted “aye” and there were no “nay” votes**

The IOC voted to go into executive session at **12:40 PM**.

The Committee came out of Executive session and Ended Meeting at 1:11 PM

- **Sherry Wilhelmi** Motioned to leave executive session and end meeting



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- **Mandy Herman** seconded the motion.

Discussion and Review of Incident Reports and Behavioral Plans

For April IRs, the Committee members have been given **651** for March incident reports in the Shared Drive. This included **13** for open and **638** closed reports.

Type	Open	Closed
Accidental Injury	1	112
Consumer missing	0	8
Deaths	0	2
Emergency Measures	0	26
Human Rights	1	12
Legal	0	21
Medication Errors	0	37
Neglect	4	23
Other Abuse	3	44
Other-Behavior	0	221
Other -Injury unknown	0	104
Physical Abuse	4	17
Property Damage	0	2
Suicide	0	9
TOTALS	13	638

The desired IRs will be divided by the chair and equally distributed amongst the members.

Questions for QIM: Members of the committee will send the incident reports questions to the DDD Liaisons **Jeffrey Yamamoto and Michelle Rademacher** to be forwarded to Quality for responses.

The Committee came out of Executive session and Ended Meeting

at 1:11 PM

The next District Central IOC meeting will be held on July 25, 2022, at 10:00AM