



**Division of Developmental Disabilities (DDD)
District East Independent Oversight Committee (IOC)
Public Meeting Minutes Summary
Wednesday, April 13th, 2022 – 5:00 PM to 7:00 PM**

Call to Order

This meeting is being held virtually due to the Coronavirus (COVID-19) concerns.

Meeting called to order by Suzanne Hessman. The date was April 13th, 2022, at 5:00pm. The address of the meeting was Virtual, no physical address.

Welcome and Introductions

- Attendance in Person: **None This meeting was virtual only due to COVID-19 concerns**
- Attendance by Google Meets: **Susan Kingsbury (by Phone), Suzanne Hessman, Kin Counts, Sarah McGovern, Elizabeth Bird, Yolanda Huynh, Amanda Godek, Sophie Stevenson**
- Absent: **Tonia Schultz**
- Public in Attendance: **None**
- Arizona Department of Administration (ADOA): **Larry Allen**
- Healthcare Plan Liaison (UHCCP): **Karen Kramer, (Mercy Care) Vera Kramarchuk**
- DDD staff and guests: **Jeffrey Yamamoto-DDD IOC Liaison, Fredreaka Graham (AHCCCS liaison) Joan McQuade (DDD IOC supervisor) Leah Gibbs (OIFA Administrator) Trudy O'Connor (DDD Quality manager) Brian Kociszewski (DDD BH Coordinator) Mary DeCarlo (DDD BH coordinator)**
- **The Committee, DDD, ADOA, AHCCCS, Mercy Care and UHC Employee** introduced themselves.

Call to Public

Suzanne Hessman: Called for public to announce themselves. There was no public present

Update from Amanda Godek

Amanda Godek began by explaining that she is a trainer of the “prevention and support” program for many of the vendor agencies contracted with DDD. As an IOC member, she has been reviewing the “emergency measures” incident reports (IRs) and wants to express that there is an increased use of emergency measures. She has been tracking the use of basket weave technique to restrain members at an alarming rate 80%-90%. Being an instructor of prevention and support she sees that in the IRs there does not seem to be other techniques implemented resolve the situation. The basket weave technique seems to be the allowable default for many agencies to allow the staff to resolve behaviors of the members. She was in working with Charity Bishop (DDD Training) to train the



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DDD Quality Staff, QI investigators, supervisors, and nurses on the prevention and support program. So that they can see the different levels of preventions at hand. She believes to reduce the incidences of basket weaves being used, the acceptance of the group home staff to basket weaves needs to be halted. Even an approved measure can be considered an abuse if overused.

Suzanne Hessman asked if Amanda has noticed if there have any specific agencies which are using basket weaves more? How was the response of DDD Quality in their training?

Amanda Godek responded that she does notice some agency/names do report more frequently. She has even been privy to conversations, while training P&S, of individuals and agencies who condone the use of basket weaves not as the last resort. Reporting is not even being done by some agencies.

Amanda Godek answered that the training is going well if there is buy in from DDD staff.

Amanda Godek has given some information on the Article 9 revision, stating she believes that the DDD members who have enhanced ratios due to behaviors need to have a behavior plan in place.

Kin Counts asked about if “Trauma Informed Care” is being taught to the staff also. She also commented that the convenience of retraining member is easier than working with the member. Every member is an individual and each should have an individual de-escalation plan.

Amanda Godek answered that there is a meeting next week where that will be brought up. She agrees that this would be a good addition to P&S.

Amanda Godek informed the IOC that the P&S is an 8 hour long, in-person, training with hands on demonstrations and practice.

Suzanne Hessman asked on a vote to have Amanda send a letter to DDD to address the systemic problem of the use of Basket Weaves first in emergency measures.

Both Leah Gibbs and Jeffrey Yamamoto asked to have the letter be specific in nature so that there can be a resolve and not carry over to the next meeting because the request was not specific enough.

Suzanne Hessman motioned to have Amanda to craft and send a letter to DDD to address the systemic problem of the use of Basket Weaves first in emergency measures

Sarah McGovern Seconded the motion.

The committee voted and all members present said “aye” there were no “nay” votes. All IOC members present are listed in the attendance roll call in the Welcome & Introduction.

Update of DDD response of questions

Suzanne Hessman asked about her 21-day response.



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Leah Gibbs stated that she is just waiting on the finalized response and will be delivered tomorrow on the 21st day.

Suzanne Hessman thanked Leah for working on it.

Discussions of DDD Policy and/or Legislative Issues

Suzanne Hessman stated that she did not have a meeting this month and have nothing to report.

Leah Gibbs mentioned that there is a legislative proposal to allow the IOC a 30-day lead to all policy changes before being posted for comment to the public. It looks as if it will probably be passed so the IOC should be aware of the bill. Some IOCs are beginning to form sub-committees to look at the policy changes when /if the bill becomes law. The information will receive by email.

Mary DeCarlo stated that the Article 9 proposed revisions to the proposed revisions to the behavior support manual will be up for public comment on April 22nd.

DDD Staff Updates

Trudy O'Connor commented that she did not have any updates for the committee.

Suzanne Hessman asked what position she is in DDD. **Trudy O'Connor** replied that she is the new Quality Improvement manager for District East.

Mary DeCarlo did not have much for update but did introduce **Brian Kociszewski** as the Behavior Health associate assigned to Districts East and West. She also wanted to remind the committee of the volunteer appreciation event next week.

Brian Kociszewski introduced himself. Has been working for the division and attending PRC. He is a licensed behavior analyst.

Mary DeCarlo explained that the Behavior Team will help with vendors in recognizing what to do in behavior supports and to give directions to families and staff. Anything technical in nature, which will help anyone with the application of the behavioral supports.

Joan McQuade stated that the new IOC Liaison will be starting on May 2nd. Still need to hire another redactor for the IRs.

Leah Gibbs informed the IOC that currently under the Federal Public Health Emergency (PHE) and the AHCCCS/CMS flexibilities given to DDD, Parents of minor children can be paid as (HCBS) habilitation and attendant care are being allowed at least until end of July. When the PHE is concluded AHCCCS will continue to allow the flexibilities until the end of the fiscal quarter that the PHE was concluded in. In another matter the ARPA funding has been granted to pay parents until March of 2024. So, when PHE ends, AHCCCS will allow for the paid parent but will limit it to 40



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hours for the parents of a minor member. AHCCCS is looking to include all HCBS to the ARPA funding through 2024.

Leah Gibbs informed the Committee that ARPA funding to Direct Care Workers (DCW) and vendors can begin to be funded. A restriction is that 80% of their funds must be given to the DCW and supervisor but not through their base wage but other means such as stipends, bonuses, childcare. This is because there is a group that is proposing wages be increased for DCW and the extra ARPA funds may interfere in the process. The amount will be 260 million dollars and 211 million to the DCW.

Leah Gibbs commented that there have been a lot of policy changes from the division. The reason is that DDD went through a AHCCCS Operational Review. DDD needed new language to be added to many policies to comply with the AHCCCS requirement of language concerning oversight and monitoring of the new integrated health plans by DDD. The Division was doing the oversight and monitoring, they just need it written in policy.

ADOA Update

Larry Allen informed the committee on the cross-agency meeting on Monday evening. The groups decided to gather common grounds in the IOCs and how best to combine the pain points and good work from each IOC.

Larry Allen did inform the IOC that there was a suggestion by the AHCCCS IOC to invite a member of each of the DDD IOC to the other IOCs meeting to give a better idea of the problems and the solutions each IOC have.

Jeffrey Yamamoto volunteered to stay after the meeting to inform the chairs of the cross-agency meeting.

Health Plans Updates

United Healthcare Community Plan (UHCCP) Karen Kramer has no updates for today's meeting

Mercy Care- Vera Kramarchuk has no updates for today's meeting

DDD Liaison Update

Jeffrey Yamamoto stated that his updates were covered by the other DDD staff.

No updates for the new memberships, and behind by about 1 month in incident reports.



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Discussion of Incident Reports (IR) & Behavior Plans (BP)

Sophie Stevenson can now receive the IRs. **Sara McGovern** will send out a list of categories after the meeting for the members to be assigned.

Suzanne Hessman asked the only categories they wish to review are the CLOSED Emergency Measures, Death, Neglect, Physical Abuse, Human Rights, Suicide and Other Abuse.

CLOSED Categories:

Death/ Suicide- Suzanne

Other Abuse/Neglect (1wk)- Sarah

Emergency Measures- Amanda

Physical Abuse/DA closed- Susan

Human Rights/Neglect (2wk.) Kin

Neglect (4wk)- Tonia

Neglect (3wk)- Beth

TBD - Yolanda

TBD - Sophie

For **Feb IRs**, the Committee members have been loaded in the shared drive **1209** incident reports. This included **49** open and **1160** closed reports. ATPC had **67** totals with **4** open and **63** closed.

Type	Open	Closed
Accidental Injury	4	69
Consumer Missing	5	12
Deaths	2	4
Emergency Measures	1	1
Human Rights	4	6
Legal	0	0
Medication Errors	0	36
Neglect	12	39
Other Abuse	4	3
Other Behavior	1	193
Other Hospitalization, Unknown injury	14	787
Physical Abuse	2	8
Property Damage	0	1
Suicide	0	1
TOTALS	49	1160

The desired IRs will be divided among the members.

Number of Questions for QIM: members of the committee will comment on incident reports directly and the liaison will send to QIM.

Number of Behavior Plans turned in by IOC Members: 0



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The Program Review Committee (PRC) is being attended to by Susan Kingsbury and Kin Counts.

Adjournment

Suzanne Hessman adjourned the meeting at 6:13 pm. The next District East IOC meeting will be held on Wednesday May 11th, 2022, at 5:00 pm. Will be virtual meeting should COVID-19 concerns still be in effect.