



**Division of Developmental Disabilities
District South Independent Oversight Committee
Meeting Minutes & Action Items
Monday, March 13, 2023 – 1:00 PM to 3:00 PM**

Call to Order

Meeting called to order by Committee Chair, **Keith Jansen** The date is March 13, 2023, at 1:02 pm. **The meeting took place Virtually due to COVID-19.** Physical location when meetings resume in person will be at 400 W. Congress Street Ste. 500, Tucson, AZ 85701.

Meeting was held virtually via Google Meets

IOC Members:

- **Keith Jansen**
- **Octavia Lamb**
- **Mario Gutierrez** (attended by phone 928-***-***10)

Absent Members: **None**

Public in Attendance: **Rachel Kundrat**

Health Plan Liaisons:

- **Dawn McReynolds** (UnitedHealthcare)
- **Vera Kramarchuk** (Mercy Care) (480-***-***17)

ADOA: **Larry Allen**

AHCCCS: **Fredreaka Graham**

DDD:

- **Joan McQuade** (Office of Individual and Family Affairs Project Manager)
- **Joseph Tracewell- Joe** (District South Quality Improvement Manager)
- **Brent Seymour** (DDD PRC Administrator & Behavioral Analyst)
- **Andrew Miller** (District South Quality Improvement Supervisor)
- **Jeffrey Yamamoto** (DDD IOC Liaison)

DDD District South IOC-Conference Call (2023-03-13 13:02 GMT-7) - Transcript

This editable transcript was computer generated and might contain errors. Liaison has edited some of the transcript for accuracy and ease of reading. *Any blue italics transcription was missed by the transcriber.*



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Attendees

+1 480-***-**17, +1 928-***-**10, Andrew Miller, Brent Seymour, Dawn McReynolds UHC OIFA, Fredreka Graham, Jeffrey Yamamoto, Joan McQuade, Joseph Tracewell, Keith Jansen, Lawrence Allen, Michelle Rademacher, Octavia Lamb, Rachel Kundrat

Transcript

Michelle Rademacher: So for all those present, this meeting will be recorded and Google is making a transcription of the meeting as well. Keith, you're good to go.

Call to Order

Keith Jansen: Okay, this is Called to order the meeting of South District, IOC. March meeting. This is, it's 1:02 pm. and,

Welcome and Introductions

Keith Jansen: I'm going to call the meaning to order. My name is Keith Jansen. I'm the District South Committee chair. Would the other committee members please introduce themselves.

+1 928-*-**10:** Hi, my name is Mario Gutierrez. Vice Chair. IOC.

Octavia Lamb: Hi, my name is Octavia. I'm District South, IOC chair.

Keith Jansen: Okay, that's the IOC members.

Keith Jansen: Michelle, would you like to go down the line with them?

Michelle Rademacher: Oh, I certainly will. Um, Joan, would you introduce yourself please?

Joan McQuade: Good afternoon, everyone. My name is Joan McQuade and I'm with DDD Office of Individual and Family Affairs.

Michelle Rademacher: And Brent.

Brent Seymour: Good afternoon, everyone. My name is Brent Seymour. Sorry, camera's turning on now. My name is Brent Seymour, I am the PRC administrator for District South.

Michelle Rademacher: And Joe.



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Joseph Tracewell: Hi, Joe, Tracewell DDD Quality. Assurance Manager, District South

Michelle Rademacher: And Jeffrey.

Jeffrey Yamamoto: Jeffrey Yamamoto. I'm the DDD IOC liaison for Districts East and District Central.

Michelle Rademacher: Did I miss any DDD staff?

Michelle Rademacher: Keith, you want me to continue with our guest as well?

Keith Jansen: Yes, please.

Joseph Tracewell: We actually have Andrew Miller as well from DDD.

Michelle Rademacher: Okay. Oh sorry, I did Miss Andrew. Andrew please. Sorry about that.

Andrew Miller: was just about my end up Andrew Miller Incident management specialist here in District South.

Michelle Rademacher: Thank you, thank you all for being here. It looks like we also have Vera on the phone.

+1 480-*-***17:** Hi, yes, Vera Kramarchuk. Mercy Care Ombudsman.

Michelle Rademacher: And Dawn.

Dawn McReynolds UHC OIFA: Hi everybody. This is Dawn McReynolds with Unitedhealthcare OIFA.

Michelle Rademacher: Larry.

Lawrence Allen: Larry Allen with ADOA, the IOC State Liaison.

Michelle Rademacher: Fredreaka.

Fredreaka Graham: [Fredreaka Graham with AHCCCS, IOC Manager](#)

Michelle Rademacher: My name is Michelle Rademacher. I'm with DDD Independent Oversight, Committee liaison for District South, District North and District West.

Call to Public

Michelle Rademacher: Keith. That's the introductions we do have one guest as well or member of the public.

Keith Jansen: Who would that be?



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Michelle Rademacher: That's Rachel, Rachel. Did you want to say hi?

Rachel Kundrat: We are. Hey, I'm Rachel Kundrat. Thanks for being here and doing what you guys do. I am a parent provider and have some experience in the mental health, behavioral health and education field. In psychology stuff. Thanks.

Michelle Rademacher: Thank you. We've got the introductions. All set. I don't think we missed anybody. Is there anybody that has not been called on?

Keith Jansen: Do I, you know I got a God, I had that thing. I'm sorry folks, too much paperwork. You know. which, The Larry Statement. Because I don't want to get any of it wrong.

00:05:00

Michelle Rademacher: You want me to send that to you? Or would you like me to make that announcement?

Keith Jansen: Okay. Do we have anybody that has to disclose a conflict of interest? If there is, the committee member needs to discuss, why?

Keith Jansen: So Mario, do you have any? A conflict.

+1 928-*-***10:** I have a daughter who is in the DDD? She is a member of, of an agency or provider.

Keith Jansen: Okay. I don't see how that's a conflict. That's actually an asset.

+1 928-*-***10:** Oh, I just have to disclose it. Okay, I just wasn't sure if I had disclosed that or not. I've said it in the past but I just Wanted to be.

Keith Jansen: It's actually.

Octavia Lamb: Hey, Keith. What would? What would make a conflict of interest?

Keith Jansen: If we have to vote on something, Then. If you had a conflict of interest, you know, as to why you couldn't vote. On something. that would be a conflict of interest just for instance, If? We were to try to vote to give your Company money, a contract. Of \$300 or more. Then you might have, you'd have a conflict.

Keith Jansen: You, I don't see that happening. See how we don't have a budget.

Octavia Lamb: Okay, because I was just gonna say that the only conflict of interest I can think of is because I work for United Healthcare. So,

Keith Jansen: Yeah, but that's, we're not voting on anything with United Healthcare. So far as I know, as far as I understand the state statute. It's something we might have to vote on. And we're not voting on anything with any of the companies. We're going to hear updates, but we're not going to vote on anything.



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Octavia Lamb: Right.

Keith Jansen: So far as I know today we'll be taking just one vote. Okay, made the announcement. Sorry, that is a new protocol. Okay, we're gonna do a call to the public.

Keith Jansen: Okay, didn't hear anything.

DDD Staff updates

Keith Jansen: How about the DDD staff updates?

Joseph Tracewell: We continue to be fully staffed in District South. No other updates aside from that.

Keith Jansen: Any other staff updates.

Joan McQuade: Hi. This is Joan McQuade. We are fully staffed and we currently have no backlogs. So we are as up to date as we can be on redacting incidents.

Keith Jansen: Thank you.

Joan McQuade: Hi this is Joan McQuade. We are fully staffed and we currently have no backlog so we are as up to date as we can be on redacting incidents.

Keith Jansen: Andrew.

Andrew Miller: I defer to what Mr. Tracewell said, no updates.

Keith Jansen: Okay. Anybody else from DDD?

Updates from Arizona Department of Administration

Keith Jansen: Okay, updates from Larry, Arizona Department of Administration.

Lawrence Allen: Good afternoon, Keith. Thank you for doing the conflict of interest statement. At the beginning of the meeting that is something new that we're going to be doing as we move forward. Also we are developing a conflict of interest form that we can circulate through to the committee before the meeting as well. And if there is, should a conflict arise based on the agenda, then they need to recuse themselves from discussion. Um, and they need to fill that form out to let the committee know and the chair know that there is a conflict. So, That's it. And then I'm sorry.

Keith Jansen: Good. I was going to ask you. If you could go more deeply into what qualifies as a conflict because the way I understand it and according to the statute, it was if we have to call on a vote, and if we were to try to distribute \$300 or more,



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Lawrence Allen: Yeah, that's correct. The statutes that govern the conflict of interest is ARS 38-501 through 38-511. Those are the statutes now. I'm not going to sit here and read all that legalese to everybody. Everybody can go back in and do their own reading at their own leisure. But basically a conflict occurs, when an individual's personal interest, Um, personal interest meaning family friendships financial or social factors. That could compromise his or her judgment decisions or actions while they serve on the committee. I mean, that's kind of it in a nutshell and any questions on that? I know there's a lot of different ways you can go look at and look at conflict of interest but that's, those are the main driving factors that you need to look at, ask yourself each and every time.

Keith Jansen: Understand. Thank you, Larry. Any other updates.

Lawrence Allen: Sure. And if you're not sure, please feel free to reach out to Michelle and myself Jeffrey or anybody we can help you, walk you through that. That's not a problem at all.

Lawrence Allen: The only that is really the only update for you Keith that was just the rollout of the conflict of interest form that we're going to be doing here shortly. And in the beginning of your, in the meeting, which you did. So I thank you very much for doing that.

Keith Jansen: No problem. Just trying to follow the law. **Lawrence Allen:** Yes, sir.

Keith Jansen: So they should be getting us a new ID sometime.

Keith Jansen: I'm sorry, I'm just trying to follow the letter, the law here, you know. Okay. Updates from integrated health plans.

Keith Jansen: Anybody here and everybody.

Updates from Integrated Health Plans

Dawn McReynolds UHC OIFA: Hi Keith. This is Dawn McReynolds with United Healthcare. I have no updates today. Thank you.

Keith Jansen: Yes. Thank you.

+1 480-*-**17:** Hi. No updates from Mercy Care either.

Keith Jansen: Okay. If I remember, right? That's the only two health plans I heard Introduced.

Keith Jansen: I don't know. I'm getting old. Okay.



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Updates from DDD IOC liaison

Keith Jansen: Updates from Michelle, or we'll start with Michelle because she's our direct liaison.

Michelle Rademacher: Well, I do have an update for the team, for the committee. That is, I wanted to announce that Leah Gibbs and Dr. Underwood have asked for permission to be added to the agenda for next month's meeting for April. They'd like to provide information on ECT therapy, electroconvulsive therapy and receive input from the committee members.

Michelle Rademacher: Also, I understand from the last committee meeting that you guys were looking for a way to indicate or checkbox your IRS for the comments to be urgent or time sensitive. And I've looked into that, to see if that was possible, to put a checkbox in. And I have not found that I can do that in that application. So, I'm just asking the committee if you could put, um, urgent time sensitive, or if you want to agree on a specific code word. So that I'll know and be able to alert the quality team on that.

Keith Jansen: Okay, I'm good. This is asking Mario and Octavia, how about? If it's You know, we feel it's what I would call a code 3 lights and siren, you know problem. You just at the very beginning of your comments. In capital letters, type urgent. Makes it simple. And it makes it extremely identifiable. Is that okay with Mario?

00:15:00

+1 928-***-***10: Yes, that's okay with me.

Keith Jansen: Octavia.

Octavia Lamb: Yes [same](#).

Keith Jansen: I feel the same way. So we're in total unison about, For IRs, putting urgent in capital letters. To try to catch attention for some time sensitive. It's quicker than putting time sensitive or whatever. And we can't do what was suggested somewhere in color or something? So, That'll.

Michelle Rademacher: so, do. To make this official. I don't know if this is something that needs to be voted on and the committee that there's a motion and agreement. Larry is this a votable item per the committee meeting?

Lawrence Allen: Yes, it could be, yes. I would go ahead and confirm that.

Michelle Rademacher: Okay.

Vote on Motion

Keith Jansen: Okay. And I asked for a motion. From an IOC member.

+1 928-***-***10: I motion that we take this up for a vote.



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Keith Jansen: What?

+1 928-*-***10:** The motion to have the word urgent in capital letters. To prioritize the incident reports.

Keith Jansen: Octavia.

Octavia Lamb: I second that motion.

Keith Jansen: We have a motion and a second. Do we have any discussion?

Keith Jansen: Okay, I call for a vote Octavia. How do you vote?

Octavia Lamb: I vote in Agreeance, aye with, with the motion.

Keith Jansen: Okay, Mario.

+1 928-*-***10:** I vote [aye](#).

Keith Jansen: I vote, aye also. To unanimous. So from now on, if you do an IR, use the word urgent in capital letters at the very beginning and it'll make it easier for people that see them to know that they're time sensitive. They're not just little. You know, suggestions. My word is like I said Code 3 you know lights and siren. This is that important.

Michelle Rademacher: Thank you. And just a little bit left for my update.

Keith Jansen: Okay.

Michelle Rademacher: I also wanted to let the committee know in case you haven't seen the communication. We do have a DDD Volunteer Coordinator appreciation Luncheon. Scheduled for Tuesday April 18th. It is from 11am to 1:00 PM in Scottsdale. The other dates that you may want to save the dates for, the next DDD IOC statewide Chairs meeting is scheduled for Wednesday. April. 19th at 10 am

Michelle Rademacher: and the next,...

Keith Jansen: Day after it.

Michelle Rademacher: Yep, the very next day is the statewide meeting and then early April is the next DDD public town hall meeting for members families and providers. And that's Thursday. April is 6 from 6 pm to 8 pm

Keith Jansen: Uh question on that. Michelle, isn't it from 11 to 1:30? The luncheon.

Michelle Rademacher: um, The luncheon is yes from 11 am to 1:30? Yes, that's correct.

Keith Jansen: Okay, you said one o'clock?



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Michelle Rademacher: Oh, my apologies.

Keith Jansen: And also, they ask people to show up a half hour early to start registering. So they ask you to be there at 10:30.

Keith Jansen: Just letting you guys know. Octavia and Mario. Wouldn't want to get you any wrong information, it's been sent out four or five times. Have you received any of it, Octavia?

Octavia Lamb: Yes, I have and just to confirm we're supposed to reserve by the 7th, April 7th. Is that correct?

Keith Jansen: Correct.

Keith Jansen: Did you get that information Mario?

+1 928-*-**10:** Yes, I did receive it. Thank you.

Keith Jansen: just want to make sure everybody got the information that was supposed, that we were supposed to get. Anything else, Michelle?

Michelle Rademacher: No, that concludes my update.

Keith Jansen: Okay. Jeffrey.

Jeffrey Yamamoto: I do not have anything additional that Michelle did not go over.

Keith Jansen: Understand. So that's from our, okay.

Discussion, Review, and Possible Action on Committee Membership

00:20:00

Keith Jansen: Discussion and review of a new possible member. We have a person. That has applied for membership and has been cleared. With their background check. and so today, We need to vote on them. and, That would be. Oh gosh. Rachel. As I understand it, Michelle.

Michelle Rademacher: Yes, Rachel is this with us? Do you have any questions for her? Do you want her to provide you any further information?

Keith Jansen: That's for the IOC members.

Octavia Lamb: Rachel, can you state what type of background you have and you're interested in the IOC? Or, why you're interested in joining?

Rachel Kundrat: Um, my background I would say started in alternative education. and,



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Rachel Kundrat: Advising and then I moved into behavioral health and case management. I worked in inpatient hospital. And outpatient treatment centers. And have substituted in. Private school. And my interest, and being in the committee would be, I saw the advertisement. I've been looking for volunteer opportunities. In terms of well, and I'm a parent of a son that has autism. He will be eight. So, you know, I had some experience prior to My son being born and my son being diagnosed. And, you know, I've seen I feel firsthand working and otherwise excuse my dog.

Rachel Kundrat: Sorry. But I've seen firsthand, you know, things that can go really great and things that are amazing for members and people that are in need of services and families. And I've seen some things that have happened that are uh, not very humanly focused and you know, that could be really destructive for people. So when I saw the ad, I think it was either in like an AHCCCS or DDD, Like sender. I thought it would be a good thing to apply for and got a response. And I think I cut out their first second. But you know, something that I can feel like I can devote enough time to but it won't be too much time where I am unable to take care of other things that I need to take care of.

Octavia Lamb: Thank you so much.

Octavia Lamb: Keith, you're on mute.

Keith Jansen: Okay, any other questions Octavia?

Keith Jansen: Okay. Mario any questions?

+1 928-*-**10:** No, I don't have any questions. I was gonna ask what Octavia asked. Thank you.

Keith Jansen: Rachel just to make clear, where do you live?

Rachel Kundrat: Tucson, Arizona.

Keith Jansen: Okay.

Keith Jansen: I'm gonna ask you a question. One of the things we've done in the past here, with the, well, I'll ask you that afterwards, I'm sorry. Okay, we need a Motion to accept Rachel as a member of the district South IOC.

Vote on Motion

Octavia Lamb: I motion to bring Rachel on as an IOC member with District South.

00:25:00

+1 928-*-**10:** I second that motion.

Keith Jansen: Okay, we have a motion and a second. Do we have any other discussion?



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Keith Jansen: Hearing no other discussion, need to take a vote. Mario. How do you vote for Rachel's joining our IOC committee?

+1 928-*-***10:** I vote, aye.

Keith Jansen: Octavia.

Octavia Lamb: I vote aye.

Keith Jansen: I vote aye also. That is a unanimous vote. Rachel, welcome to our little family. Now I'm going to ask,...

Rachel Kundrat: Thank you.

Keith Jansen: Does it bother you? If I just call you Rachel instead of Miss Conundrat?

Rachel Kundrat: But it's Rachel Kundra.

Keith Jansen: Okay. Just wanted to make sure it didn't want to insult you. We're, you know, I always try to You know. Talk to my, talk to the other members of the IOC. In a way that makes them comfortable. And so far, none of us have had a problem with being called buyer first names. Oh that we've asked. Okay, also going to ask Is it all right if Michelle sends you sends us, And basically it's going to be a list of four people. It'll have names, phone numbers and emails.

Keith Jansen: And it's just the District South IOC members. So that we can keep in touch with each other. If You know, the need arises. Is that alright? If she does that with your name, phone number and email.

Rachel Kundrat: Of course. Thank you for asking.

Keith Jansen: Okay, Michelle. If you'd please make an update with the four members? And just send the same list out to everybody. Is that possible?

Michelle Rademacher: Yes, it is. Do you want to send me an email with that? So that, but it's not hard. I can go ahead and send it out. I got you.

Keith Jansen: What, what email would I have to send you out with? Don't you already have our emails and addresses? And phones.

Michelle Rademacher: Yes, no bother. Don't worry about what I said. I'll send it out. It's good.

Keith Jansen: Okay, I just want to make sure there was no no problem or anything.

Michelle Rademacher: No, no problem.



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Keith Jansen: Rachel, I welcome you to the South District. And I'm letting, you know, as the District Chair. If there's ever a problem you ever have a question 24/7. Feel free to call. That's what I do for a living.

Keith Jansen: And I'm, I'm, my vice chair, Mario is a very nice gentleman. He can speak for himself. Mario, do you want to is All right, if she calls you whenever she needs, if she should need to.

+1 928-***-***10: [Hi Rachel, welcome to the committee](#) and, [yes you can call or email whenever you need assistance.](#)

Keith Jansen: Okay. Mario's are vice chair. Just so, you know.

Keith Jansen: And Octavia's a member. We are scattered to the four winds. I am in Sierra Vista. Mario's in Yuma, you're in Tucson, and Octavia's in Phoenix. So sorry, we can't be having any barbecues or anything. But, that's why I want, I like to have the names and addresses and stuff. So we can keep in contact, I feel that communication is a very important part of what we do. Just to let you know, we have just a touch over 9,000 people in South District that were responsible for. So that You're looking at over 2,200 people per person.

Keith Jansen: But we work as a group to get it all done. So, if you have any questions, I will tell you this, there is no such thing as a stupid question. Trust me, I've asked them all. And got lots of help from Larry and Jeffrey and Michele and Joe. And they don't mind at all.

00:30:00

Keith Jansen: Just letting you know that, okay? Do you have any questions for anybody else that's here today?

Rachel Kundrat: Thank you, I appreciate it. Not that I know of right now. This is pretty new to me. So I will definitely be on a learning curve.

Keith Jansen: Okay. Also another important piece of information. Because we are an independent oversight committee, we get reports, you know, that filter down through DDD. But, in order to keep us independent, we're part of the Arizona Department of Administration, which means Larry is our tops in the chain of command there. o, if You can't get something done. Larry's our man.

Keith Jansen: Okay, Michelle, she's our liaison. She is a lot of help. She can answer a lot of questions, get a lot of things done, but technically because we're in the Department of Administration, Larry is in our direct chain of command. Do you understand the system a little better?

Rachel Kundrat: Yeah. So Larry is in the top chain of command. Michelle is the liaison and can answer questions and I hopefully will, You know, I got the Handbook. If that's what you guys call it and started reviewing some of it but couldn't review it all between when I got it. I think like yesterday-ish and today but thank you.



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Keith Jansen: Okay, Michelle. Can you also make sure to send her your ways to communicate with you and ways to communicate Larry with Larry? Because those are going to be two very important places she might have to contact

Michelle Rademacher: Yes, I'll send a full welcome email and then follow up with Rachel over the phone.

Keith Jansen: Okay. If you have any questions like I said, Rachel call me 24/7. And welcome to our committee. We thank you very much on behalf of the State of Arizona and South District for becoming an IOC member.

Octavia Lamb: [Welcome to the Committee.](#)

Rachel Kundrat: Thank you. Thanks for having me and...

+1 928-***-***10: Welcome.

Rachel Kundrat: Thank you, and thank you all for being here.

Keith Jansen: We try. Just to let you know. Each month. Now we're going to have to have three members present to have a quorum. Usually Michelle will send out a reminder anywhere from three days in advance to a week in advance reminding us, you know. So hey don't forget we got a meeting Monday. So, that's one of the things she does to really help us because I remember when they first started the virtual meetings, people were going, Oh man, that's right. That was Monday. And so that system is sending out the emails comes in real handy. That's one of the really, really important things that she does for us. Keeps us together on the same page.

Rachel Kundrat: I'm sorry, I do have a quick question. Is Larry, is that Lawrence?

Keith Jansen: Yes.

Rachel Kundrat: Okay, thank you.

Keith Jansen: Yeah, his name is Lawrence Allen, but we just call, everybody just calls him Larry. You gotta so far as I know that that's the way he introduced himself to me was Larry.

Lawrence Allen: Yeah, that's that's fine. I've been called a lot worse. So Larry works.

Keith Jansen: Makes you feel more homely, more family, you know.

Lawrence Allen: Right.

Keith Jansen: Any other questions, Rachel. Anything else we can do for you?

Keith Jansen: Okay. so, we have that done.



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Discussion and Review of Incident Reports and Behavior Plans

00:35:00

Keith Jansen: Does anybody need to? And I'm talking to IOC members. Does anybody have a need to talk about any IRs. Mario?

+1 928-***-***10: No, I'm good. Thank you.

Keith Jansen: Octavia.

Octavia Lamb: No specific incident reports. But are we pretty much caught up on them or do we have any left?

Keith Jansen: Okay, Michelle.

Michelle Rademacher: It looks like over the last three, four days, since Friday that they have all had eyes laid on them. But all of the incident reports that are sent are kept in archives. So if there's something you're looking for specifically can do a search under the archive for them but the current IRS have all had eyes on them. Yep. No problem.

Keith Jansen: A lot of hours. Got it done.

Michelle Rademacher: Thank you, Keith.

Keith Jansen: No problem. Just doing the job. Also Rachel, if you have a, when you start seeing the IR folders, you might see something that is a topic that interests you. You know, more than any other. And, and if you were to look at that folder heading, such as med errors. That's one of the folder things. If I just, I just really want the med errors, you let me know. They're yours. Nobody's gonna fight you for them. When we had a larger group and we met in person, we had a nurse and she really liked doing the med errors. So we just made sure she got all the med errors and then we split it up, you know, whatever else. That doesn't mean you can't take on other folders. But, you know, just let us know if you have, once you see all the different folder headings. That if there's one or two or three that you know you just, all yeah that's me. Okay? Because that'll help make you comfortable doing them. It'll seem a lot less like work. Okay, if it's something you're interested in. That's why I put that invitation out to you. Okay.

Rachel Kundrat: Thank you.

Keith Jansen: Mario Octavia. Any other information, you can think that she might need



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Octavia Lamb: No, not at this time.

+1 928-***-***10: No, not at this time.

Keith Jansen: Larry.

Lawrence Allen: No, I can't think of anything. Right at the moment. But I will be sending you a welcome aboard letter. And in that letter, I'll have more in that email. We'll have a link to where you just applied for your application which will have more detail of where the agendas are for the meetings and old minutes. If you want to go back and review those as well. Um, and old year end reports as well. So there's a lot of information on the website, feel free to snoop around. Look at, look at things, read a bunch of material.

Keith Jansen: You.

Lawrence Allen: If you have any questions, just let me know.

Keith Jansen: Okay, Michelle.

Rachel Kundrat: Thank you.

Keith Jansen: Anything else you think she needs to know or should know? That didn't get mentioned.

Michelle Rademacher: Not at this time. I will reach out and set up some time for her so that we talk about the shared drive and access to reviewing those confidential incident reports.

Keith Jansen: Okay, can you do me a favor once that's done, can you please let me know? Because then I'll know I can call her on the phone and You know, start asking if she has any favorites or something. It's you that can't do that before she has access.

Michelle Rademacher: Yes.

Keith Jansen: Okay, is there any other business that the IOC members feels needs to be brought up at this time?

Octavia Lamb: Nope I'm good.

Keith Jansen: Mario. +1 928-***-***10: I'm good. Thank you.

Keith Jansen: I have no other information. Rachel, do you need any other information?

00:40:00

Rachel Kundrat: Are you trying to get rid of the med errors or is that I kind of I would,...

Keith Jansen: No, no. That was just, for instance.



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Rachel Kundrat: I was trying to become a psychiatric nurse practitioner at one point, but I really should have done this hard science before I had a child, but that's okay. That's neither here, nor there at this point.

Keith Jansen: Okay, because there's like 14 different file folders, headings. You know, and that was just one because I remember a nurse we had, she loved that. So, she got that and then we split up the rest.

Keith Jansen: No, it's not. I'm trying to get rid of them if you have a different interest when you see them. You will be able to look and say, Oh yeah, that I would really like to do that.

Rachel Kundrat: Thank you.

Adjournment

Keith Jansen: Okay, seeing how there is no reason to go into executive session? Because we're not dealing with any IRs.

Keith Jansen: As of 1:43 on the 13th of March, this meeting is declared closed.

Keith Jansen: Thank you for everybody's attendance.

Keith Jansen: You have a nice day.

+1 928-*-***10:** Thank you guys,...

Dawn McReynolds UHC OIFA: Thank you, everybody.

+1 928-*-***10:** have a good.

Octavia Lamb: But you have a good day, guys.

Rachel Kundrat: Nice to meet you.

Joan McQuade: Thank you.

Brent Seymour: Thank you, everyone.

Meeting ended after 00:42:58 🙌

The next regularly scheduled District South IOC meeting is on April 10, 2023 at 1pm.

For all of **February** 2023 IRs, the Committee members have been given **573** incident reports in the Shared Drive. This included **31** open and **542** for closed reports.



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Type	Open	Closed
Accidental Injury	8	111
Consumer missing	0	6
Deaths	1	4
Emergency Measures	0	0
Human Rights	3	8
Legal	1	2
Medication Errors	2	57
Neglect	11	21
Other Abuse	0	6
Other-Behavior	3	195
Other -Injury unknown	0	126
Physical Abuse	2	5
Property Damage	0	1
Suicide	0	0
TOTALS	31	542

Number of Questions for Quality Improvement Manager - **0 total** : members of the committee will send the incident reports questions to the DDD Liaisons **Jeffrey Yamamoto and Michelle Rademacher**.