



**Division of Developmental Disabilities
District South Independent Oversight Committee
Meeting Minutes & Action Items
Monday, October 16, 2023 – 1:00 PM to 3:00 PM**

Call to Order

Meeting called to order by Committee Chair, **Keith Jansen** The date is October 16, 2023, at 1:04pm.

Meeting was held virtually via Google Meets

IOC Members:

- **Keith Jansen**
- **Octavia Lamb**
- **Mario Gutierrez**
- **Rachel Kundrat**

Absent Members:

- **None**

Public in Attendance:

- **Ashia Taylor**
- **Amy Marie Heise**

Health Plan Liaisons:

- **Dawn McReynolds** (UnitedHealthcare OIFA)
- **Ian Wilson** (United Healthcare) by phone **75
- **Janet Holtz** (Mercy Care Liaison)

ADOA: **Larry Allen** (ADOA State IOC Liaison)

AHCCCS: **Fredreaka Graham** (AHCCCS IOC Liaison)

DDD:

- **Karine Joseph** (District South Program Review Committee)
- **Joseph Tracewell- Joe** (District South Quality Improvement Manager)
- **Andrew Miller** (District South Quality Supervisor)
- **Joseph Jensen III - JJ** (District South Quality Improvement Supervisor)
- **Joan McQuade** (Office of Individual and Family Affairs Manager)
- **Morgan O'Hara** (Independent Oversight Committee Liaison)
- **Michelle Rademacher** (Independent Oversight Committee Liaison)



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Transcript

This editable transcript was computer generated and might contain errors. People can also change the text after it was created. The IOC Liaison has edited some of the transcript for accuracy and ease of reading. [Any blue italics transcription was missed by the transcriber.](#)

Updated: DDD District South IOC-Conference Call (2023-10-16 13:04 GMT-7) - Transcript

Attendees

Amy Heise, Andrew Miller, Ashia Taylor, Dawn McReynolds UHC OIFA, Fredreka Graham, Gutierrez, Ian Wilson UHC, Janet Holtz, Joan McQuade, Joseph Jensen III, Joseph Tracewell, Karine Joseph, Keith Jansen, Lawrence Allen, Michelle Rademacher, Octavia Lamb, Rachel Kundrat

Michelle Rademacher: So this meeting is being recorded, the audio is posted to the ADOA website. The Google transcription of the meeting is used for written meeting minutes. Keith, you're good to go.

Call to Order

Keith Jansen: Yes, I would like to thank you all for having some patience and please and thank you much for being here. This is October 16th. It is 1 pm in Arizona and I'm calling the District South Independent Oversight Committee meeting into session.

Conflict of Interest Disclosure

Keith Jansen: The first thing I have to do is ask if anybody here has any conflict with any vote we might have to take today, please let it be known.

Keith Jansen: Hearing no Disclosures or Problems.

Discussion, Review, and Possible Action on Committee Membership

Keith Jansen: Then we'll go ahead. The first thing I want to do is, I'm going to rearrange the schedule. I want to get to the prospective new members, excuse me, at this point and ask them one at a time to please let us know a little bit about yourself, Miss Heise.

Amy Heise: Good afternoon. My name is Amy Heise and by education and profession, I am a speech-language pathologist, but I'm also a mom to three children, two of who are on the spectrum and I'm representing a DDD parent.



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Keith Jansen: Thank you very much, ma'am. Does anybody from the IOC committee? Have any questions for Miss Heise?

Octavia Lamb: So, what made you decide to want to join this yourself? loc.

Amy Heise: And so, I received a letter in the mail from DDD, asking for volunteers to serve on a committee and this committee seemed interesting and I thought that my background as an SLP And background as a mom, would be beneficial to the community and to the committee and the members at large.

Keith Jansen: Do any of the other members have any questions?

Gutierrez: No questions.

Keith Jansen: Thank you, Miss Heise. Miss Taylor.

Keith Jansen: You still there?

Ashia Taylor: I think I was on mute, sorry about that, good afternoon everyone. Happy to be here.

Keith Jansen: Would you like to tell the committee a little bit about yourself?

Ashia Taylor: Again, I'm Aisha Taylor, I'm in the Casa Grande area, Pinal County and I am a parent of a 12 year old daughter. She has developmental delays and was diagnosed with Joubert's syndrome when she was at a very young age. My background is in mental health. I'm actually a professional counselor and I'm also a homeschool parent and I have seven kids that come to my home for homeschooling. So wearing many hats, but I love it.

Keith Jansen: Thank you very much ma'am. Do any of the IOC members have any questions for Miss Taylor?

Keith Jansen: Hearing no questions. I wanted to apologize to Ms. Taylor and Miss Heise. If I'm supposed to be using, Mrs, Please forgive me. Okay, I need a IOCs. Yes.

Michelle Rademacher: Keith. And I was just wondering if you wanted to just take a quick moment and have the committee members introduce themselves before you move real quick to a vote.

Keith Jansen: Okay Octavia. Would you please introduce yourself.

Octavia Lamb: My name is Octavia Lamb. I am an IOC. Committee member.

Keith Jansen: Okay, Mario.

Gutierrez: Good afternoon. Mario Gutierrez. I'm Vice Chair. IOC District. South



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Keith Jansen: And Rachel.

Rachel Kundrat: hi, I'm Rachel Kundrat, I am Mom to an eight and a half year old son, who has Asperger's, received speech, and OT, and we go through ESA and previous to that. I worked in education and mental health and substance abuse treatment as well. So, I just have a bachelor's degree in psych. Thanks.

Keith Jansen: We lost Octavia.

Rachel Kundrat: Welcome.

Motion and Vote

Keith Jansen: Okay, we thought we lost you for good. I need one of the members to make a motion to accept Miss or Mrs. Heise, as a member of our committee.

Octavia Lamb: We're doing them both together or one at a time?

Keith Jansen: I believe regulation says we have to do them one at a time.

Octavia Lamb: I motion to include Miss Heise. Do you want to go by Janet? As part of the District South IOC committee as of today.

Keith Jansen: Do I have a second from an IOC member?

Gutierrez: I'll second that.

Keith Jansen: We have a first and a second, any discussion?

Keith Jansen: Hearing no discussion, How does the committee vote? I need to hear each person's vote for accepting Miss Heise as a member of the IOC committee.

Octavia Lamb: I

Gutierrez: I vote, I

Rachel Kundrat: I

Keith Jansen: I, also vote I. Congratulations. Miss Heise. You are now a member of District, South Independent Oversight Committee.

Amy Heise: Thank you and III. I prefer to go by Amy if that's okay.

Keith Jansen: Yes. Ma'am. But where I am, I sorry, I'm not allowed those niceties right now. I'm deployed.



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Amy Heise: Okay, no problem.

Octavia Lamb: I will be calling you Amy.

Keith Jansen: My name is Keith Jansen. I'm also in the United States Marine Corps. I'm a colonel and I'm deployed. That's why I can't show you my face right now.

Amy Heise: Understood sir. Thank you.

Motion and Vote

Keith Jansen: Okay, From somebody in the IOC Committee and keep in mind, Amy, you are one of us now. I need a motion to accept Miss Taylor as a Member of the South IOC Committee. Okay. Miss Rachel.

Amy Heise: I make a motion to

Rachel Kundrat: I motion to

Keith Jansen: Rachel, You spoke up first.

Keith Jansen: Would you go ahead and make it clear.

Keith Jansen: Rachel.

Octavia Lamb: We can't hear you, Rachel.

Keith Jansen: For some reason, she got bumped off. However, we still have a quorum. Can another IOC member make a motion to accept Miss Taylor.

Amy Heise: I Motion to accept Miss Taylor as a member of the IOC.

Keith Jansen: Do I have a second?

Octavia Lamb: I think that Motion.

Keith Jansen: Okay. Hello, Rachel.

Keith Jansen: Did you have any other concerns or questions, Rachel?

Rachel Kundrat: No sir. Thank you.

Keith Jansen: Okay, we have a first and we have a motion and it's been seconded. And didn't, no discussion on it. Do I hear any discussion from any IOC member?



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Keith Jansen: Hearing no motion or discussion from an IOC member. We'll now take a vote all in favor of Ms. Taylor becoming a member of the District South Independent Oversight Committee please say. I'm gonna call on you one by one Mario.

00:10:00

Keith Jansen: Octavia.

Octavia Lamb: I

Keith Jansen: Rachel.

Keith Jansen: You're on mute, Rachel.

Keith Jansen: Amy, how do you vote?

Amy Heise: I,

Keith Jansen: Rachel. How do you vote on Ms Taylor, becoming a member?

Keith Jansen: You're on mute Rachel.

Keith Jansen: Okay, we have a Quorum of the District South IOC Committee that have voted. Including myself and approved Miss Taylor of becoming a member of the District South Independent Oversight Committee, members welcome aboard, mam.

Ashia Taylor: Thank you, everyone.

Keith Jansen: This is why I wanted to get this done at the very beginning due to technical issues etc. So now we have two new members. I'm going to ask you a question that you are not obliged to, but one of the things we do, is we, all of us that are members already, make our name, phone number and an email available to every other member in the committee because that way, if we need to get in touch with each other for any reason, each of us has that list. It does not go out to the general public. Miss Heise, Are you willing to let Miss Rademacher distribute your information, your phone number name and email to us?

Amy Heise: Yes, I approve.

Keith Jansen: Ms. Taylor. How about you?

Ashia Taylor: Yes, I approve.

Keith Jansen: Okay, I'm sorry I just needed that official so we didn't get in any trouble. Rachel, sometime after the meeting, could you please send out a new list with everybody's name and contact information to each member of the Independent Oversight Committee.

Michelle Rademacher: Sure, I'd be happy to take care of that.



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Keith Jansen: You are now voting members of the committee. And now we're going to go back to the normal order of business. Being a member of the committee, you have the freedom to speak up, say whatever you want. On as an IOC member understood?

Ashia Taylor: Yes.

Keith Jansen: Miss Heise.

Amy Heise: Yes.

Keith Jansen: Okay, I'm sorry. I have to be formal where I am. I'm deployed right now.

Keith Jansen: okay, we're gonna go on with

Rachel Kundrat: Okay, sorry guys, my computer was glitching for some reason. So now I'm on my phone and I wanted to verify that I got my vote for Ashia Taylor as an "I". Were you guys able to hear that, okay? Thank you. Sorry. Excuse me,...

Keith Jansen: Okay. Thank you for that information.

Welcome and Introductions

Keith Jansen: And thank you for coming back in by whatever means necessary. I like that. Now we're going to go to welcome and introductions. I'm gonna have. And this is for purposes of all the state personnel and providers. Mario please, if you would introduce yourself.

Gutierrez: My name is Mario Gutierrez, Vice Chair IOC District South.

Keith Jansen: Thank you very much. Octavia.

Octavia Lamb: Sorry, what am I supposed to say?

Keith Jansen: Just your name and position.

Octavia Lamb: Sorry, I'm Octavia Lamb District South IOC member.

00:15:00

Keith Jansen: Thank you very much. Miss Kundrat.

Rachel Kundrat: Rachel Kundrat. IOC Member, Parent Provider.

Keith Jansen: Thank you very much. Miss Heise.

Amy Heise: Amy Heise, speech language pathologist and parent.



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Keith Jansen: And District South IOC member. Miss Taylor.

Ashia Taylor: Aisha Taylor, District South IOC member and parent.

Keith Jansen: Thank you very much. Michelle, would you please go on with the further introduce? My name is Keith Jansen. I'm the District South Independent Oversight Committee chairperson.

Keith Jansen: And Michelle, would you, please ask, go on with the other introductions.

Michelle Rademacher: Certainly. Janet, please.

Janet Holtz: Good afternoon. Janet Holtz. Mercy Care statewide DDD liaison. I'm covering for Vera for today.

Michelle Rademacher: Thank you for being here, Dawn.

Dawn McReynolds UHC OIFA: Hi everybody. I'm Dawn McReynolds from United Healthcare OIFA.

Michelle Rademacher: Thank you, Ian.

Ian Wilson UHC: Hi everybody. Ian Wilson here with United Healthcare. I'm a member advocate in the veteran liaison for the plan.

Michelle Rademacher: Larry.

Lawrence Allen: Good afternoon, Larry Allen Arizona Department Administration.

Michelle Rademacher: Fredreaka.

Fredreaka Graham: Hi everyone. This is Fredreaka Graham. The IOC manager with AHCCCS.

Michelle Rademacher: Karine.

Karine Joseph: Hello. My name is Karine Joseph. PRC chair for District South.

Michelle Rademacher: Sorry about that. Karen. Joan.

Karine Joseph: Okay.

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

Michelle Rademacher: Joe.

Joseph Tracewell: Joe Tracewell District, South QA Manager.



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Michelle Rademacher: JJ.

Joseph Jensen III: JJ Jansen District South QA supervisor.

Michelle Rademacher: Andrew.

Andrew Miller: Andrew Miller District South Incident Management Specialist.

Keith Jansen: I'm gonna ask a question JJ, would you please, Because we have a couple of new members. It's their very very first time in this meeting. Could you Say what QA is?

Joseph Jensen III: Quality assurance.

Keith Jansen: Okay, I just don't want them getting confused with acronyms right off the bat. Thank you.

Michelle Rademacher: My name is Michelle Rademacher. I'm the DDD IOC liaison and we also have Morgan. Hi, I am Morgan O'Hara. Just started.

Keith Jansen: You want to get in the camera so we can see you.

Michelle Rademacher: Yeah. Hello.

Keith Jansen: Hello ma'am.

Michelle Rademacher: Okay, that's everybody. I think hopefully, I didn't miss anyone.

Keith Jansen: I don't think so. Looking down the list, anybody not here? Say so. Okay.

Division of Developmental Disabilities Staff updates

Keith Jansen: So we've got that, we have no members of the public. so, There's no need to do a call to the public. DDD Policy Legislative Issues.

Joan McQuade: Leah is off today. And I am in no way prepared or capable of being able to provide the vast amount of information that she does provide for you guys.

Joan McQuade: So you will get updates.

Joan McQuade: I do know. I should have this stuff memorized from attending all the IOC meetings and listening to her updates, but I don't want to just say anything or miss-speak. So we will have updates at your next meeting, at this. You will have updates at the statewide meeting on Wednesday, because Leah will be there. So,



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Keith Jansen: Yes, ma'am. I was going to bring that up a little later. Thank you. Anybody else from the state have any updates?

Keith Jansen: Okay.

Joseph Tracewell: No. Yeah. No updates from the district's south Quality assurance, right?

Keith Jansen: Okay, okay. Yeah. Joseph. I'm just trying to make sure they don't get confused right off the bat. they do now...

Joseph Tracewell: Yeah, no I know we live in a world of acronyms and not everyone else does. So

Keith Jansen: But they should, at least hear, At least one time what they mean?

Joseph Tracewell: Good.

Keith Jansen: I'm trying to do things. Any other staff updates?

Keith Jansen: Michelle.

Updates from DDD IOC liaison

Michelle Rademacher: I just have a little one. I did want to let the committee know that on October 11th, I sent an email to you providing responses from the district South Quality team about the incident report review questions. A copy of that spreadsheet is also saved in the shared drive for future reference, if you should need it. I wanted to let the committee know anytime a topic comes to mind by an IOC member that you would like touched on during the meeting, please send an email to your chairperson and myself for input on the meeting agenda. This helps keep in line with open meeting law and also facilitates receipt of information that you're seeking. The agenda draft is composed the week prior to the meeting. The final agenda is uploaded to the website, at minimum 24 hours prior to the meeting.

Michelle Rademacher: The next DDD IOC statewide chairs meeting is this week. It's on Wednesday, the 18th at 10 am. If you would like an invitation to that meeting, the Google Link or the call-in numbers, just let me know. I'd be happy to send that out. And my last update is the next DDD public town Hall meeting for members, families and providers, that will be held on Thursday, November 2nd from six to eight pm and that is a virtual meeting. That is all of my updates.

Keith Jansen: Also you might to let the new members know that the state meeting is not a mandatory meeting for you to go to, but you can go there and Hear what's going on. It ends at 12:00. Just to let you know when the ending time is And Michelle will be sending the link to get Further information from the district. She will set that up with you on a one-on-one basis, because she is very efficient and very good. Larry.



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Updates from Arizona Department of Administration

Lawrence Allen: Good afternoon Keith, sorry it took me a second to find my unmute button here, but the only update I have for the committee is the annual report is due November 1st.

Lawrence Allen: If you need help,...

Keith Jansen: Yes, sir.

Lawrence Allen: if you need help or assistance on that, please let me know or Michelle know we'll be happy to help you. Other than that.

Keith Jansen: Understood.

Lawrence Allen: Other than that, I don't have any other updates. Any questions that I could answer?

Keith Jansen: I was thinking of one that I would like you to answer. Or information to provide to our two new members basically.

Lawrence Allen: I'll do my best.

Keith Jansen: What you do for us with IOC. Because it is critical.

Lawrence Allen: Yes, I'm the state liaison. So I just provide oversight and I work with Michelle and the other liaison's, agency liaisons and I just ensure that the motions are answered correctly and timely, items are posted on the IOC website timely and correctly, making sure that open meeting law is followed, that sort of thing. So, I'm the back guy doing the administration work along with Michelle and my other partner Fredrica at AHCCCS.

00:25:00

Lawrence Allen: So, that's kind of it. I know there's a lot to it, I could sit here and talk all afternoon on it. But if you haven't popped on our website, I think you should just go to log on, snoop around, look at old minutes, agendas, that sort of thing, kind of get familiar with the process and how that website works. There's a ton of information. There's actually an IOC manual so that you can pull and download and refer to throughout a meeting or just review at your leisure.

Lawrence Allen: There's also an open meeting law training on, loaded on the website as well. So there's lots of information on there for the committee to look at. And so please feel free to do so. So if you need help with that, I'm gonna put my email in the chat for you. Please feel free to email me and I'd be happy to walk you through some things on a 101 basis. Any questions on that?

Chat Message: Lawrence Allen: Link to the IOC website

<https://ioc.az.gov/meetings/ddd-independent-oversight-committees>



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Chat Message: Lawrence Allen: larry.allen@azdoa.gov

Keith Jansen: Just to let our New members know that IOC falls under the jurisdiction of The Arizona Department of Administration. And that's why Larry is our liaison. So we have two liaisons, one which is Mrs. Rademacher to DES. And one through Mr. Allen, which is Arizona Department of Administration. We help DES, we answer to Arizona Department of Administration. So, we also get to wear many hats.

Lawrence Allen: Yes, you do.

Keith Jansen: I thought I would just throw that in there so you'd understand why we have two liaisons.

Keith Jansen: Did that confuse either of our new members?

Ashia Taylor: No sir, thank you for explaining that.

Keith Jansen: Okay, I'm just trying to make this as easy as a transition as possible.

Updates from Integrated Health Plans

Keith Jansen: We got our ADOA updates.

Keith Jansen: See now, DDD IOC liaison. You already gave your update, Michelle?

Michelle Rademacher: Yes, I jumped the gun. We might have dates from the health plans.

Keith Jansen: That's all right. We can

Michelle Rademacher: but we might have some updates from the health plans.

Keith Jansen: Yeah, I know, but I wanted to make sure there was nothing else. I'm sorry, I'm as according to the Open Meeting law. So long as we get it done, if the order gets changed, it is officially allowed. so,

Keith Jansen: I changed the order a little bit today, normally, I like to stick to a normal order. I'm sorry today, due to technical difficulties other people are having in Arizona and the possible transmission problems there might be from my end. And just let Miss Heise and Miss Taylor. If at any point I were not able to attend a meeting, then it would be Mr. Gutierrez, he's the vice chair. And he's very friendly, I try to be as open as I can and if you have any question at any time, once you get my phone number or email, Ask it, there is no stupid question, except the one that doesn't get asked.

Keith Jansen: So, you will never be embarrassed to ask whatever you want.

Keith Jansen: Do we have any question or updates from the health plans?

Dawn McReynolds UHC OIFA: Hi, this is Dawn McReynolds from United Healthcare OIFA. *Just one Leah Gibbs and I and I believe Mercay Care will be involved as well, Keith. We're creating a presentation on*



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credentialed peer and family support like what do they do, how can they assist individuals who have family members, how do they work with individuals and we wanted to offer that presentation to you, this IOC as well. If you're interested, we'll be going through Michelle to kind of arrange the timelines and when will be presenting that.

00:30:00

Keith Jansen: I would be interested. Anybody else in the district interested. Any IOC members?

Rachel Kundrat: I am. Rachel Kindrat is interested.

Keith Jansen: Anybody else?

Keith Jansen: You got at least two of us interested.

Dawn McReynolds UHC OIFA: We'll kind of double back maybe through Michelle and have some dialogue about it and moving forward. So we'll definitely update you. Thank you.

Keith Jansen: Okay, thank you very much, ma'am. Any other provider updates?

Janet Holtz: Hi Keith. It's Janet from Mercy Care. I just want to give a few updates. I'm not sure if this is repetitive due to not knowing what Vera has shared in previous sessions but just want to share that Mercy Care posted some DDD volunteer opportunities which did include the IOC for volunteers, the DDD Advisory Council and PRC. We posted those through our social media accounts. And then Mercy Care continues to participate in community events, both virtual and in-person, including the Southern area and then I will share a couple links because Mercy Care actually just got done updating creating a brochure for the AAC devices. And so we have an online link for both English and Spanish. I'm going to share that in the chat, but that's all I have.

Keith Jansen: You might tell them what the AC devices are.

Janet Holtz: Yes, alternative communication devices. So that was a benefit that rolled from DDD to the health plans, effective January first, so 2021, and so Mercy Care. So if you're at an event, you should have a brochure on our table, take a peek at it but it'll have the same exact information that I'm going to share in these links that's loaded on our website.

Chat Message: Janet Holtz: English -

<https://www.mercycareaz.org/assets/pdf/ddd-members/AAC%20Device%20Brochure%20Digital-Final-ENG-ua.pdf>

Spanish -

<https://www.mercycareaz.org/assets/pdf/ddd-members/AAC%20Device%20Brochure%20Digital-Final-SPA-ua.pdf>



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Chat Message: Janet Holtz: The above links are the Mercy Care's Augmentative and Alternative Communication Devices online brochure

Keith Jansen: Sorry, not trying to be demanding, it's just, I'm trying to keep things straight.

Janet Holtz: No, perfect. I understand

Keith Jansen: Any other provider updates?

Keith Jansen: I'm sorry, I'm behind a bunch of other.

Rachel Kundrat: Quick question, please. Excuse me.

Keith Jansen: Yes, yes, ma'am.

Rachel Kundrat: Does Mercy Care provide in general, provide a lot of services and district south?

Janet Holtz: What type of services?

Rachel Kundrat: I just said in general does Mercy Care provide,...

Janet Holtz: Yes. Yeah,...

Rachel Kundrat: Okay, thank you.

Janet Holtz: We're statewide. Yeah, so we're completely statewide. So we would most definitely meet all the network requirements down there in the southern area for sure.

Keith Jansen: I want to provide a couple of updates to new committee members. Just to let you know the reason your help is so much needed and appreciated is we serve more than 10,000 people

Keith Jansen: clients, plus we help the professionals by getting things that IOC has to get done, done to make the system work. So in all we wind up serving over 12,000 people. And that's a whole lot of people.

Keith Jansen: I wouldn't want to be the teacher of a class that big.

Rachel Kundrat: Keith, you're muted and you're kind of a teacher of that many people.

Keith Jansen: I'm sorry.

Keith Jansen: We didn't get a request to go for anything for executive session today. Which has to be done in advance, just to let you know, for the new members.

Keith Jansen: That would be anything of a Sensitive Information Discussion. That's what executive session is for. We're not going to have that today.



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Keith Jansen: So far as I know, that is all the business we need to cover. Today. Correct, Michelle?

Discussion and Review of Incident Reports and Behavior Plans

Michelle Rademacher: The last topic that you're on currently is discussion review of incident reports and behavior plans.

Keith Jansen: I have no discussion about those. We are all caught up for the

Michelle Rademacher: Okay.

Keith Jansen: Incident reports, 100%. That way, we don't have a rush at the end of the year.

Michelle Rademacher: Excellent, thank you.

Keith Jansen: Okay, did you let you see that? Text, or

Keith Jansen: Just want to make sure you caught that if you needed it.

Keith Jansen: and so far as behavior plans,

Keith Jansen: The district is way behind, but that's pretty much covered by the PRC committee.

Keith Jansen: Does anybody else in the committee? Have any questions about those issues?

Keith Jansen: Hearing no questions about those Issues. Larry.

Lawrence Allen: Yes, sir.

Keith Jansen: Just wanted to make sure, and do you have any issues or anything that should need to be brought up?

Lawrence Allen: No issues on my end.

Keith Jansen: Just wanted to make sure sir.

Keith Jansen: Better to be double checked, and don't skip something. As I said, I would like to thank all the IOC members and all the guests. We've had today for attending this meeting and for having patience. So we could make sure to get a quorum. The duties we had to get done were extremely important. They always are. So, we could Get the new members in, it was a little more important for us as the IOC Committee.



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Adjournment

Michelle Rademacher: So, the next meeting is Monday, November 13th, at 1:00 pm?

Michelle Rademacher: If you're about to adjourn, could you please ask for, following Robert's Rule of Order, a motion And a second.

Motion and Vote

Keith Jansen: Yeah, I was just about to do that. Would anybody like to motion to end this meeting? Seeing how nobody has expressed any need to discuss anything else? One of the IOC members.

Gutierrez: I motion that we end this meeting.

Keith Jansen: Do I have a second?

Rachel Kundrat: I will second that. Rachel Kundrat, thank you.

Keith Jansen: Miss Heise, how do you vote?

Amy Heise: Approve.

Keith Jansen: Miss Taylor.

Ashia Taylor: I approve also.

Keith Jansen: Octavia.

Octavia Lamb: I approve.

Keith Jansen: Mr.Gutierrez.

Gutierrez: I approved.

Keith Jansen: Miss Kundrat.

Rachel Kundrat: I approve. I

Keith Jansen: I approve also, that's unanimous. As of 1:45pm on the 16th of October, District South Independent Oversight Committee is dismissed.

Keith Jansen: Thank you. All.

Meeting ended after 00:40:16 🙌



**Division of Developmental Disabilities
District South Independent Oversight Committee
Meeting Minutes & Action Items
Monday, October 16, 2023 – 1:00 PM to 3:00 PM**

The next regularly scheduled District South IOC meeting is on November 13, 2023 at 1pm.

For all of **September** 2023 IRs, the Committee members have been given **515** incident reports in the Shared Drive. This included **44** open and **471** for closed reports.

Type	Open	Closed
Accidental Injury	4	89
Consumer missing	2	4
Deaths	2	7
Emergency Measures	0	0
Human Rights	5	4
Legal	0	2
Medication Errors	4	58
Neglect	12	25
Other Abuse	6	25
Other-Behavior	1	130
Other -Injury unknown	5	108
Physical Abuse	3	19
Property Damage	0	0
Suicide	0	0
TOTALS	44	471

Number of Questions for Quality Improvement Manager - **15 total** : members of the committee will send the incident reports questions to the DDD Liaisons, **Michelle Rademacher and Morgan O'Hara.**