



**Division of Developmental Disabilities
District South Independent Oversight Committee
Meeting Minutes & Action Items
Monday, February 12, 2024 – 1:00 PM to 3:00 PM**

Call to Order

Meeting called to order by Committee Chair, **Keith Jansen** The date is February 12, 2024, at 1:02 pm.

Meeting was held virtually via Google Meets

IOC Members:

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

Absent Members:

- **Ashia Taylor**

Public in Attendance: **None**

Health Plan Liaisons:

- **Ian Wilson** (United Healthcare)
- **Vera Kramerchuk** (Mercy Care) by phone **17

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

AHCCCS: **Absent**

DDD:

- **Leah Gibbs** (Office of Individual and Family Affairs Administrator)
- **Barbara Picone** (Office of Individual and Family Affairs Manager)
- **Joseph Jensen-JJ** (District South Quality Improvement Supervisor)
- **Andrew Miller** (District South Quality Incident Specialist)
- **Joan McQuade** (Office Of Individual and Family Affairs)
- **Michelle Rademacher** (Independent Oversight Committee Liaison)
- **Morgan O'Hara** (Independent Oversight Committee Liaison)



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Updated: DDD District South IOC-Conference Call (2024-02-12 13:02 GMT-7) - Transcript

Attendees

+1 480-***-**17, Amy Heise, Andrew Miller, Barbara Picone, Gutierrez, Ian Wilson UHCCP, Joan McQuade, Joseph Jensen III, Keith Jansen, Lawrence Allen, Leah Gibbs, Michelle Rademacher, Morgan O'Hara, Octavia Lamb, Rachel Kundrat

Transcript

This editable transcript was computer generated and might contain errors. People can also change the text after it was created. [Any blue italics transcription was missed by the transcriber.](#)

Michelle Rademacher: *Okay. 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

Conflict of Interest Disclosure

Keith Jansen: Today is February 12th on Monday. It is now 1:04 pm and I call the meeting of the IOC committee District South to order. Okay, is there Anybody that might have a conflict of interest to anything that is on the agenda today?

Welcome and Introductions

Keith Jansen: Hearing no conflict of interests, we're going to assume that there are none and will go on with the meeting. My name is Keith Jansen. I'm District South Independent Oversight Committee chairperson. Octavia

Octavia Lamb: *Hi everyone I'm sorry I'm losing my voice. I'm Octavia Lamb, IOC member of District South.*

Keith Jansen: Okay. Rachel

Rachel Kundrat: Yeah, hi. I'm Rachel Kundrat. I'm a parent provider and a member of the IOC committee District South.

Keith Jansen: Mario



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Gutierrez: Good afternoon, Mario Gutierrez. IOC District South, Vice chair

Keith Jansen: Okay, and I god I'm missing one person aren't I. No, that's all the IOC members. Yes. Because Amy and Ashia aren't here today. Rachel with or Michelle, would you please help me with the rest of the introductions? Who To what post? We just had Amy join.

Michelle Rademacher: Sure, that's not a problem at all.

Keith Jansen: Amy, please introduce yourself.

Amy Heise: Amy Heise, IOC member.

Keith Jansen: Thank you. Go ahead and Michelle.

Michelle Rademacher: Barb, would you start us off please with introductions?

Barbara Picone: Sure. Hello, I am Barbara Picone and I am a program manager here with DDD with our Office of Individual and Family Affairs. and I support our fabulous IOC team here. I'm also here representing Leah today. So everybody knows, I provide support to our volunteer coordinators who are working diligently to get volunteers for all. You may have met. I'm not sure, Michelle, if the team here has met Mickey and Richard as of yet, but we'd love for them to come out to one of your meetings and talk to you about what our efforts have been. And then I kind of oversee some other areas too, but I won't get into that but it's good to be here. It's good to see everyone. It's good to see a big group. So because it's been a while and last time I think I was here, it was a very small group. So I'm really excited to see this and with that I guess I'll pass it to Joan. Michelle is that okay with you.

Michelle Rademacher: Yeah, that's perfect. Thank you.

Joan McQuade: Thanks, Barb. Hi everybody. I'm Joan McQuade. I'm a manager with the Office of Individual and Family Affairs and I support the people that take care of the IOC.

Michelle Rademacher: Thank you and JJ.

Joseph Jensen III: Hi, I'm JJ Jansen with District South. I am a quality assurance supervisor.

Michelle Rademacher: Thank you, Andrew.

Andrew Miller: *I'm Andrew Miller. I'm with District South, one of the incident specialists.*

Michelle Rademacher: Thank you Morgan.

Morgan O'Hara: Hello, Morgan O'Hara. DDD IOC liaison.

Michelle Rademacher: Vera



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

Michelle Rademacher: Ian

Ian Wilson UHCCP: Ian Wilson. United Healthcare Community Plan, member advocate

Keith Jansen: barely hear you

Ian Wilson UHCCP: Ops. Sorry. Ian Wilson here. Good afternoon. United Healthcare Community Plan, member advocate.

Keith Jansen: Thank you, sir.

Michelle Rademacher: Thank you, Larry.

Lawrence Allen: Good afternoon, Larry Allen with Arizona Department of Administration, IOC liaison.

Michelle Rademacher: And my name is Michelle Rademacher. I'm the DDD IOC liaison for District South and District West and I also facilitate the Statewide DDD IOC meeting. I think that's everyone. Did I miss anyone?

00:05:00

Keith Jansen: Going once, going twice.

Michelle Rademacher: Okay.

Call to Public

Keith Jansen: This is called the public. I don't believe we have any Members from the public in this meeting because everybody was introduced. Rachel had to leave the meeting for a little bit, maybe computer problems. We still have a quorum.

Update on the January 2024 Statewide IOC Chairs Meeting

Keith Jansen: Okay up on the January 24th IOC State Chair Meeting Updates, one of the things I wanted to let the IOC members know myself; it was a sad and a very pleasant meeting. We had one of our members who has served with the IOC for over 20 years. She's retiring. She didn't know but we had prior notice of this and we made sure she got a really neat electronic card with signatures, best wishes, stuff like that. She's going to be able to travel with her husband now and do things she wanted to do and have fun, but we all wanted her to know that we appreciate what she's done, how she's helped us and for being part of IOC, in the state of Arizona.



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Keith Jansen: We didn't want her to think that, "Okay, bye-bye, Get out of here." So She was totally surprised by the electronic card. And she was in tears over it because she was not expecting it. So we always like to take care of our IOC members. I always try to keep in touch with you guys, but just letting you know, you know that there isn't retirement pay but there are benefits, the longer you stick around, more people get to know and they aren't going to forget you because not only you're going to be a big part of our members lives. We're a big part of each other's lives and we support each other.

Keith Jansen: Michelle any other specifics from the meeting?

Michelle Rademacher: I took a few notes during the meeting. There was some discussion about the DDPC doing work around Behavioral Health and the crisis response for individuals with IDD around the state. The DDPC, that's another council. They're the Commission Planning Council, excuse me, they're currently conducting a Statewide survey related to the lived experiences of individuals with IDD and their caregivers in seeking Behavioral Health Services and interactions with crisis response system around the state. So the results will be shared around early spring and they are now attending the quarterly Statewide meeting so that update on their current survey will be shared with the committee.

Michelle Rademacher: Also, there was discussion with the IOC around program Review Committee and behavior plans and issues related to it. Providers are having a hard time getting documents from Behavioral Health agencies and providers are having a hard time getting plans improved timely. This is all has already been made known to DDD Behavioral Health Administration and there is work that's going forward on that.

Michelle Rademacher: Katrien Filez from DDD PRC. She's one of the administrators. She spoke of a future plan, which is a behavior plan writer's guide. So on the behavioral health administration is working on helping their providers with a DDD Behavior plan template and then a writer's guide to go into more depth for each section on what expectations are for the behavior plans and they're hoping to finish that up to the first quarter of 2024 to share with qualified vendors and help increase the quality of behavior plans for our DDD members.

Michelle Rademacher: And then Zane had it update. I'm not sure Barb, did Leah give you an update to share at this meeting or I can share some of this information from Statewide if she did not.

Division of Developmental Disabilities Staff updates

00:10:00

Barbara Picone: Leah did give me some information. She's hoping. She has a meeting but she's hoping to join us here in the next 15 to 20, but I can absolutely share the updates that she passed on to me. First is DDD continues to move forward with the Dual diagnosis training for Behavioral Health Providers. We've been doing that for the last couple of months and it's continuing. Also the train-the-trainer for positive behavioral support training is underway. We have had about 400 trainers either complete or are signed up for the training. Raising Special Kids is starting the family caregiver training in early March.



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Barbara Picone: We are working on the Spanish translation of all the training materials and Raising Special Kids will provide the training in both English and Spanish. And last but not least for Leah, is we continue to support the qualified vendors in submitting the newRFQVA applications to prevent any service disruption. The new contract will go into effect, July 1st of 2024. And while I'm here, you are the lucky, and I'm not sure Michelle if you've shared this information yet. We are in the midst of planning our volunteer appreciation event for 2024. I know that some of you were able to attend last year's event. Keith, I remember you were there in person. It was really good to see you.

Barbara Picone: We have our events scheduled and it saved the date. We're in the midst of locking down the vendor. So if anything changes, I'll let you know. But right now it's a save the date for April 24th of 2024. How nice is that 4, 24 of 24 and it's going to be a Desert Willow Conference Center and we are super excited. And if any of you. I believe. Now tell me again, Michelle, Richard hasn't been able to attend our volunteer, or he hasn't been able to be present at the South IOC meetings yet, right?

Michelle Rademacher: Not yet.

Barbara Picone: Okay, and you may know Richard Kautz used to support our IOCs. And we are very excited to have Richard back here with us as a volunteer coordinator. And we also have Mickey Barnhart and they are both working hard and diligently to plan this event for you all. So please save the date. We want to see you there. And I know it's not super close for you all. Because we try to do a centralized location because it is a Statewide event, but I just want everybody to know, we do have in the back of our mind that we love to potentially demographically go to different areas of the state and that is on our future goal list. So I know that always comes up. Why are you having it in Phoenix? We're in the South. And so just know, that has not gone unheard.

Barbara Picone: We're hoping, for the future, that's something we're going to be able to implement some visits to different parts of the state to appreciate you all. As Keith said, and you did great, Keith, you were thinking what I was thinking because you are all so appreciated and I was thinking, some of these people that have left and retired and you're right. It's not like you get this, "Oh I get a pension now because I am no longer volunteering." I mean, it's not like that but let me tell you, you truly leave the Legacy behind. I mean, it is incredible that we still talk about volunteers who have since gone on to do other things. So, I just want to give a big thank you to our volunteers because we personal...

Keith Jansen: Yeah, I think our biggest Legacy is the people we help talking about us.

Barbara Picone: absolutely. That is my updates. And I do believe Leah's gonna join us here in a little bit. Any questions from me? I'm not sure I can answer them all but anything volunteer wise or anything and

Keith Jansen: Yes, could you please give Michelle, if she doesn't already have it, the names, phone numbers and emails of the two volunteer coordinators?



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Barbara Picone: Absolutely, and you know what, I'm gonna put them in the chat as well. So you'll have them right now and then Michelle can share a follow-up email with Mickey and Richard's information. Absolutely.

Chat Message: Barbara Picone: Richard Kautz DDD Volunteer Coordinator RKautz@azdes.gov
480-932-9374

Chat Message: Barbara Picone: Micky Barnhart DDD Volunteer Coordinator mibarnhart@azdes.gov (602)
743-2861

Chat Message: Barbara Picone: General DDD Volunteer Mailbox: dddvolunteers@azdes.gov

Keith Jansen: Because I think any IOC members should be able to just call them directly.

Barbara Picone: Absolutely. For sure. And Keith, I don't know if you ever got your business cards. I know we were doing the generic.

Keith Jansen: Yep. ...

Barbara Picone: Good, good.

Keith Jansen: I have made very good use of them. I'm just about out.

Barbara Picone: I'm so glad and if you are out we have more materials. I know we've shared our volunteer postcards. I know that Michelle can share them virtually or whatever we call Tech online, but we are happy to also send you hard copies of we have these great postcards and I was just up in Flagstaff. And I know you're South. I'm sorry, I wasn't in Tucson, but I was in Flagstaff recently. So I was able to share a bunch of cards because we tend to hurt in those rural areas. You all are in some way, South is somewhat demographically all over the place, same thing with North. So if we can get you those materials out to spread far and wide, we absolutely want to do that for you.

00:15:00

Keith Jansen: Yeah, the reason the business cards came up was people wanted to know who the people with the boots in the trenches. And I'm sorry, I'm using military vernacular, who they were. Because they want to talk to somebody face to face. And all they had was names in Phoenix who aren't going to come down face to face, for the most part. Michelle came down here.

Barbara Picone: Yeah.

Keith Jansen: We did a thing in the mall. We got to talk to thousands of people. And hand out business cards and other things and let them know about IOC. And it has paid dividends because I've had some of those people directly contact me. Things like that. So it does work, but I'm hoping these new volunteer coordinators are more flexible than ones we've had in the past. That you're South, we can't come down there and



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Barbara Picone: Right. No, absolutely Keith. And you know what? We have two now. We recognized last year. We had brought on our first, Liz Perez, and she was a party of one. And our volunteer coordinators, they coordinate our holiday giving program. They're out there recruiting. We recognized pretty quickly that one wasn't gonna cut it. So fortunately, we were able to add a second person and they're already out there working the beat and we want to come to the South.

Barbara Picone: If you see that there's events out there. Let us know. we also have, which I think some of you may know. we have Kirk Cree and my gosh help me, Michelle, Joan. What's Whitney's last name?

Michelle Rademacher: My gosh.

Barbara Picone: I know it's like...

Michelle Rademacher: I know, the last name.

Barbara Picone: But Whitney is one of our volunteer coordinators and she actually lives in Tucson. So they do a lot of Outreach events with the general public in the South. And so we make sure they're out there marketing our recruitment events too. And if you know of something in particular that would really be a hot spot for us to be at, our volunteer coordinators can travel to the South, absolutely. We've gotten tables before. I know even Michelle has helped us with some travel and participating in some tables. So let us know about those events and what I'm gonna do is I'm not only gonna put Mickey and Richard's information in the chat. I'm gonna put our volunteer, which you probably have it on your card, Keith, but I'm gonna put the volunteer mailbox that's specific to our volunteer recruitment efforts. So if anybody has anything they want to share in there for recruitment ideas, please do so we appreciate the information.

Joan McQuade: Whitney Mickelson and...

Keith Jansen: Okay.

Joan McQuade: she's with the Department of ...

Keith Jansen: Yeah that department.

Barbara Picone: Community outreach. And we have a third person in community engagement. Um Felicia and I'm sorry. I don't know her last name either. I'm really good with first names, last names not so much, but they all work under OIFA. If you need to get in touch with anybody in community engagement, you guys got plenty of contacts. So don't hesitate to reach out.

Keith Jansen: My first one is Michelle because we get to know her real well.

Barbara Picone: She's a great one. Yes. She knows where to find us, right Michelle.

Michelle Rademacher: Yeah.

Keith Jansen: And does an excellent job. Okay. Next Michelle.



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Michelle Rademacher: So we kind of segued into the staff updates, being that Leah's updates are very similar to what Zane provided at Statewide. So that's kind of why segued into Barb. I hope that was okay.

Keith Jansen: That's fine with me. You get the job done.

Michelle Rademacher: Okay. Fantastic. Joan, did you happen to have an update today?

Joan McQuade: I am in the process of reviewing resumes for a redactor. We are getting caught up with our backlog. There is still some October incidents that need to be redacted, but otherwise we are within about a week or so of today in what we're currently redacting. January is completed and we've been working on February. So you will get some October's as we get in there and finish those up, but there's not a lot. I want to say maybe 200 if that. Otherwise, whatever.

00:20:00

Keith Jansen: Send them on.

Joan McQuade: Okay.

Michelle Rademacher: Thank you, Joan. And then JJ. Did you have an update from quality today by any chance?

Joseph Jensen III: I don't. I had consulted with Joe before this meeting, Joe, Tracewell. He wasn't able to make it but he wanted me to share that District South doesn't have any updates.

Michelle Rademacher: Thank you both for being here, you and Andrew both. We did receive the email where we had your responses from the IOC questions on incident reports and that is greatly appreciated. That was just sent out just last week. So thank you very much for all the hard work on that.

Michelle Rademacher: So that's it for DDD updates at this time. I don't think I missed anybody.

Keith Jansen: Okay.

Updates from Arizona Department of Administration

Keith Jansen: Anybody in DDD that was missed, say something now or forever hold your peace. I just want to make sure. Okay, we'll move on to Larry and Arizona Department of administration.

Lawrence Allen: Good afternoon. A couple of updates. We do have some training that was sent out through TraCorp. And the reason that we have started doing that is we wanted to have one clear consistent message to all the committee members. And we're trying to raise our standard of work here with the Committees and really enhancing our policy and procedures on the onboarding process and the ongoing training and the required annual training that's going to be required. So, expect changes coming up here in the next month maybe on that but specifically for the boards and commission training



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Keith Jansen: Law 2000

Lawrence Allen: Correct that was sent out. We just need to have that done by the end of the month, if all possible. I know you had an issue with already having an existing TraCorp account and not letting you proceed with the training. So I've got an email out to my leadership on that to find out what the issue or what the next step is going to be to get that cleared up for you. But as soon as I know, I will let you know. Other than that

Keith Jansen: But what if it's not by the end of the month? Because we don't have that long to go in February.

Lawrence Allen: We do not. I know it's a short month, but we should know something here in the next couple of days. And the training itself is probably 20 minutes.

Keith Jansen: Also, you said something about

Lawrence Allen: So it's not a long thing at all.

Keith Jansen: No, it's an hour and a half.

Lawrence Allen: No,...

Keith Jansen: There, in order to take law 2000, you had to take another security class.

Lawrence Allen: I don't think so.

Keith Jansen: It said it wouldn't let you take Law 200 without taking the Security class too.

Lawrence Allen: Right, and that's what I'm trying.

Lawrence Allen: Yeah, correct, and that's what I'm trying to. Yeah.

Keith Jansen: And that class is an hour and...

Keith Jansen: law 2000 was listed as a half hour.

Lawrence Allen: Right, and that's what I'm trying to avoid for you. So as soon as I can bypass that initial training, then you should be able to just take the law 2000. Of course.

Keith Jansen: Also, you just said something about annual training.

Lawrence Allen: Yes, it's going to be an annual training.



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Keith Jansen: This law 2000? Okay that okay...

Lawrence Allen: There will be yes.

Keith Jansen: because I've done a lot of training so that's which specific ones are going to become annual.

Lawrence Allen: The law 2000 training is annual is going to be an annual training.

Keith Jansen: Okay.

Keith Jansen: Thank you very much.

Lawrence Allen: And that's all I have.

Keith Jansen: Thank you very much.

Lawrence Allen: Any other questions?

Keith Jansen: Thanks. Any other IOC members got questions? Did everybody that's here get that message from Larry?

Amy Heise: Yes

Keith Jansen: Octavia

Octavia Lamb: Got it.

Lawrence Allen: Just let me know if you have any issues.

Keith Jansen: Okay, everybody's here. they got it. I will make sure to get in touch with Asia and make sure she got at least the email from you and let her know about any ongoing problems in case you can't sign in like myself.

00:25:00

Lawrence Allen: Okay. Thank you.

Keith Jansen: Okay, is that it Larry?

Lawrence Allen: That is it.

Updates from Integrated Health Plans

Keith Jansen: Just want to make sure. Updates from the health plans



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Ian Wilson UHCCP: I'll go ahead and go, Michelle, if you're ready.

Michelle Rademacher: Thank you, Ian.

Ian Wilson UHCCP: A sure thing, so I'm Ian Wilson here with United Healthcare. I just wanted to put out that we'll be working with the DDD OFIA Mercy Care and OIFA and then Michelle to arrange a presentation here in Family Support Services in Arizona more to follow on that, but just gonna share. Thanks.

+1 480-*-**17:** And this is from Mercy Care, no updates.

Keith Jansen: Okay, those were the only two I saw. Am I correct, Michelle?

Michelle Rademacher: Yes, that is correct.

Updates from DDD IOC Liaison

Keith Jansen: Okay, Michelle updates. ...

Michelle Rademacher: Okay.

Keith Jansen: your twin?

Michelle Rademacher: So as Ian was speaking, we have the health plan and DDD would like to provide a presentation to the IOC. They have a presentation that they'd like to put together on Peer and Family Support Services and they'd like to do that in March if the committee is okay with that. March is the tentative plan right now. The typical presentation does about; I don't remember the length of time but it would occur during the meeting. I wouldn't be an outside event. They would go ahead and do that during your monthly meeting if that's okay.

Michelle Rademacher: And then we've been letting the Committees know each month now in the meetings about their metrics what the data looks like for incident reports. For January incident reports, the committee members will have been given and that was as of last week. You were given 594 incident reports. This included 54 open and 540 closed reports. 17 questions were submitted in January to the district quality team based on review of those incident reports. And then additionally in January we did send a batch of backlog from August and you will see a batch of backlog coming in from October as well this month for February and that should have us caught up with all backlogs.

Michelle Rademacher: Once a month the DDD IOC Liaisons send an email out to the committee. We send that email Friday prior to your monthly meeting. And then that email contains several different documents. The main document included is the agenda used for the meeting but we also send you what we call metadata reports and those metadata reports are incident report data that we pull from our Focus Incident Management System. The IOC receives specific data from these reports. There are three different reports and the data is broken down by provider to consumer ratio. They are also broken down by member total incidents with provider and type and then there's also a six-month tally of Provider



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incidents broken down by how many per type and category. If you have any questions on those reports just reach out to me and I would be able to help you out with that information.

Michelle Rademacher: And then the last bit of information I want to share today is the DDD Public Town Hall. I like to provide this every month. It is held Thursday, March 7th, and it is from six to eight pm. DDD is having some, Leah shared this with us in some other meetings, where they're having some speakers attend these town halls for 2024. In March, they have the Social Security Administration attending. In April, someone is going to attend and speak on Parents' Paid Caregivers on that waiver. In May, there, We'll have speakers from the Arizona Center for Disability Law and also Writers Voting Rights for People with Disabilities. Those are some of the examples of the speakers that will be in the town halls and the coming months.

00:30:00

Michelle Rademacher: And that's all I had for today. Yes.

Ian Wilson UHCCP: Yeah, Michelle. Did you say that the Parents as Paid Caregivers presentation, was that going to be at the March town hall?

Michelle Rademacher: It will be the April one.

Keith Jansen: Okay gonna ask you a question Michelle, best estimate this presentation that you were talking about for next month, Are we looking at a half an hour? What?

Michelle Rademacher: I can't off the top of my head remember how long it was. They did present this to one group already; the district West independent oversight committee has received the presentation. I could look it up and let you know exactly how long it takes. I can't recall off the top of my head.

Keith Jansen: Because I think if it's more than an hour then it might not fit in the meeting.

Keith Jansen: I'm gonna find out. Octavia, would you have any objection?

Octavia Lamb: no

Keith Jansen: Rachel

Rachel Kundrat: No

Keith Jansen: Amy

Amy Heise: No objection.

Keith Jansen: Mario

Gutierrez: No.



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Keith Jansen: And I myself, would have no objection which makes it unanimous. Please tell them that we would be glad to have them and please yeah.

Keith Jansen: Tell them that they are welcome and when you find out how long it's going to take, please send out a quick blurb about what they're gonna be doing, this presentation. It should take x amount of time.

Michelle Rademacher: Will do. Okay, certainly.

Keith Jansen: Just so we know what we're in for.

Keith Jansen: Anything from gosh, Morgan?

Morgan O'Hara: I do not have any updates at this time. Thank you.

Keith Jansen: Just want to make sure. You were done, right Michelle. Okay, just I'm sorry. It just hit me, I said, she might not be finished.

Michelle Rademacher: Yes, yes.

Discussion, Review, and Possible Action on Committee Membership

Keith Jansen: Okay, so we've heard from our Liaisons. Discussion and review and possible action on committee membership. Do any of the IOC members have any potential personnel that they're looking at bringing on board?

Octavia Lamb: No.

Keith Jansen: Rachel

Keith Jansen: Okay, Mario.

Gutierrez: Not at this time. I will be working hard this weekend. We have a Special Olympics basketball event by Lake Havasu Mojave area. So hopefully after this weekend. We can have some additional members.

Keith Jansen: Okay, keep me informed. I kind of like to know that stuff. Amy

Amy Heise: Nothing to add.

Keith Jansen: Try again Rachel. Can you hear me?

Rachel Kundrat: Yeah, sorry about that. I have not met anyone recently, but we will see what happens.



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Keith Jansen: Just wanted to make sure that everybody had a voice in this. I myself and if I wanted to travel and stay a night down in Mario's territory, there's a couple of people that want to meet me. They know me from PRC meetings. But I don't know if I can afford to travel down there and get a hotel and stuff like that. But it's a possibility. Who knows I may get sent down to the Marine base again.

Discussion and Review of Incident Reports and Behavior Plans

Keith Jansen: So we discussed that. discussion and review of incident reports and behavior plans, that would require an executive session. Does anybody see a particular need to discuss a particular IR incident report?

Michelle Rademacher: or any generalized concerns

Keith Jansen: Okay or generalized concerns? Rachel

00:35:00

Rachel Kundrat: No, thank you.

Keith Jansen: Okay, Amy.

Amy Heise: No, thank you.

Keith Jansen: Octavia

Octavia Lamb: no thank you

Keith Jansen: Mario?

Gutierrez: No, thank you.

Keith Jansen: Myself neither and...Welcome to our meeting.

Keith Jansen: Names? she was just here.

Keith Jansen: Leah

Leah Gibbs: Good afternoon.

Keith Jansen: Although we've been over your section. Did you have any updates that you didn't already give to your right arm?

Leah Gibbs: Yep, my other right arm. No, those really were the topics,...

Keith Jansen: Yeah.



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Leah Gibbs: but I wanted to make myself available if any of the members have any questions for me.

Keith Jansen: Any of the members have any questions for Leah, any of the IOC members?

Gutierrez: I do not.

Amy Heise: No questions.

Octavia Lamb: no questions

Keith Jansen: Okay. Rachel

Rachel Kundrat: I'm good, thanks.

Keith Jansen: All the information we needed was given by your right hand lady. We appreciate it.

Adjournment

Keith Jansen: So with that. I need a movement for adjournment.

Amy Heise: I move to adjourn the meeting.

Keith Jansen: Do I have a second? Okay, we have a motion and...

Rachel Kundrat: I second

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

Keith Jansen: from IOC members hearing no discussion will take a vote Amy. How do you vote?

Amy Heise: Adjourn

Keith Jansen: Octavia

Octavia Lamb: Adjourn

Keith Jansen: Mario

Gutierrez: I vote to adjourn.

Keith Jansen: Rachel

Rachel Kundrat: Adjourn



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Keith Jansen: And I also vote to adjourn. It being unanimous, this IOC meeting District South as of 1:41 is now adjourned. Thank you all for attending, giving us information, just being here to listen to us. It is appreciated. and thank you all for Aiding IOC in a very general sense, everywhere that's IOC.

Keith Jansen: All IOC members are extremely appreciated. We are so short-handed in the IOC in the state. It isn't funny.

Keith Jansen: so Every person we got here, we really appreciate. Thank you very much.

Lawrence Allen: Thank you.

Rachel Kundrat: Thanks everybody.

Ian Wilson UHCCP: Thanks, everyone.

Gutierrez: Thank you.

Barbara Picone: Take care.

Keith Jansen: Say goodbye, Larry.

Meeting ended after 00:38:29 🙌

The next regularly scheduled District South IOC meeting is on March 11, 2024 at 1pm.

For **January** 2024 IRs, the Committee members will have been given **594** incident reports in the Shared Drive. This included **54** open and **540** for closed reports.

Type	Open	Closed
Accidental Injury	6	93
Consumer missing	1	32
Deaths	3	7
Emergency Measures	0	0
Human Rights	8	4
Legal	1	5
Medication Errors	6	51
Neglect	7	23
Other Abuse	8	11
Other-Behavior	1	159



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Other -Injury unknown	6	146
Physical Abuse	6	8
Property Damage	1	0
Suicide	0	1
TOTALS	54	540

Number of Questions for Quality Improvement Manager - **17 total** : Members of the committee will send the incident reports questions to the DDD Liaison, **Michelle Rademacher and Morgan O’Hara.**

Adjournment

Keith Jansen adjourned the meeting at 1:40 pm. The next District South IOC meeting will be held Monday, March 11, 2024, at 1:00 pm. The meeting will be a virtual meeting.