



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, Nov 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

**Call to Order**

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

Meeting called to order by Suzanne Hessman. The date was Nov 10<sup>th</sup>, 2021, at 5:00 pm. The address of the meeting was Virtual, no physical address.

---

**Welcome and Introductions**

- Attendance in Person: **None This meeting was virtual only due to COVID-19 concerns**
- Attendance by Google Meets: **Susan Kingsbury (by Phone), Suzanne Hessman, Kin Counts, Sarah McGovern, Amanda Godek**
- Absent: **Tonia Schultz, Elizabeth Bird,**
- Public in Attendance: **Fredreaka Graham (AHCCCS IOC Manager)**
- Arizona Department of Administration (ADOA): **Larry Allen**
- Healthcare Plan Liaison :(UHCCP): **Adriana Molina (Mercy Care) Vera Kramarchuk**
- DDD staff: **Jeffrey Yamamoto-DDD IOC Liaison,**
- **The Committee, DDD, AHCCCS, UHC, Mercy Care Employee** introduced themselves.

---

**Call to Public**

**Suzanne Hessman:** Called for public to announce themselves. Fredreaka had nothing to say.

---

**DDD Staff Updates**

**Jeffrey Yamamoto announced for Leah Gibbs** from the DDD COVID-19 webpage from 11/9/2021.

- 46,419 members being served by DDD
  - 41,344 members are living in their own home/family home
  - 5,075 members are living in licensed facilities
- 3,574 members tested positive for COVID-19
  - 2,312 residing in their own/family home
  - 1,262 residing in licensed facilities
- 82 Member deaths attributed to COVID-19 (37 lived in a family/own home & 45 lived in licensed facilities).
- Tracking weekly counts, Data above is from 11/9/2021
- Currently there are 59% of the available members who can receive the vaccine has been vaccinated.



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, Nov 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

- Leah also sent some information to the liaison. Here is the information
  - DDD is sending electronic newsletter to members/families that will include information regarding the new CMS guidance on vaccines for children ages 5 to 11 and boosters for people over the age of 18.
  - The Public Health Emergency (PHE) has been extended by the Health and Human Services Department to Mid-January and the DDD flexibilities tied to the PHE continue through that time including Home Delivered Meals and Parents as paid direct care workers for their minor children.
  - AHCCCS did submit their proposal to the Centers for Medicare/Medicaid Service (CMS) for using the American Rescue Plan Act (ARPA) funds, CMS gave partial approval pending AHCCCS responding to some questions. AHCCCS did submit their response and are waiting to hear back from CMS. Once CMS approves, the DDD state legislature needs to approve the match funding expenditure.

---

**ADOA Update**

**Larry Allen:** Did not have any updates for the IOC. Thanking the IOC to have Annual report done and will send out information when published. ID card will be sent when they are done.

---

**Health Plans Updates**

**Mercy Care liaison Vera Kramarchuk** was present for the call. She informed the Committee that the at home vaccinations are still available. Information concerning the effectiveness of the vaccine has been delivered to those who have not received the vaccine. With the new emergency authorization of Covid shots for 5yr old's to 11yr old's, they are giving information of when, where and offering home options for those shots. Mercy Care will also be contacting the DDD Group homes for those 5–11-year-old for the shots. Free transports or at home shots are available to all members.

**United Healthcare Community Plan (UHCCP) Adriana Molina** mirrored what Mercy Care stated before. Bringing up additional resources for those in 5–11-year-olds.

**Sarah McGovern** asked about Boosters also for adults.

Neither Health plans had an immediate answer but will get back to the IOC next time.

---

**Discussions of DDD Policy and/or Legislative Issues**

**Suzanne Hessman** Informed the committee of the group she is working with will be sending a letter to the Governor and state legislature about adding money for the DDD budget. She reminded the



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, Nov 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

group about the “Right to Speak” she had up on last meeting. She went over the “Open for Public Comment” in the DDD Website. She asked if there were any issues which the members needed to bring up. There was none that were brought up

---

**Update from Statewide Meeting**

**Suzanne Hessman** updated the committee on the information from the Quarterly Statewide IOC meeting on October. The basic information is contained in the DDD Staff update from Leah Gibbs above.

Added to the above

- Direct Care Workers (DCW) not being paid appropriately from agencies after increase went through. The labor shortage is concerning to be able to support members.
  - Rate book increase has been approved and now enacted, Most increase ever.
  - Volunteers need to be recognized and appreciated for volunteer hours
  - Roll out of the Person-Centered Service Plan (PCSP) is happening and all the division is now using the new plan.
  - New officers in Executive staff in DDD, CFO and New med director.
  - Rate book increase has been approved and now enacted, Most increase ever.
  - ADOA will be easier to navigate
- 

**DDD IOC Liaison Updates**

**Jeffrey Yamamoto** informed the IOC that weekly IRs are being downloaded and that the redaction team has caught up all October’s IRs.

**Action Items:** Follow up. Send out Family Support annual Report. Wait for Amanda to send out the request for further information on issue in IR. Send forward to Quality or DPM.

---

**Discussion of Membership for the IOC**

**Suzanne Hessman** asked if there has been any movement.

**Jeffrey Yamamoto** stated that there hasn’t been and there has been some difficulty working with the DES Volunteer coordinator. DDD is posting for their own Volunteer Coordinator.

---



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, Nov 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

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

Discussion on the reviewing of the Incident Reports (IR) were of concern since some of the categories haven't been kept up on. The Category of Neglect will be divided among the members in 4 separate weeks aligning to the weeks of each month. Below is the new break out of the Neglect category. Suzanne will now do the Suicide along with Deaths. Susan will do all the Closed DA.

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

**CLOSED Categories:**

*Death/ Suicide- Suzanne*

*Other Abuse/Neglect (1wk)- Sarah*

*Emergency Measures- Amanda*

*Physical Abuse/DA closed- Susan*

*Human Rights/Neglect (2wk.) Kin*

*Neglect (4wk)- Tonia Neglect (3wk)- Beth*

**Amanda Godek** asked about an issue which she reviewed the prior month and had a response that she wanted more information. The situation is “does a member who has a 2:1 care ratio have to have a BP to be in compliance?” She states that the agency/Support Coordinator would typically need to have a BP to authorize a 2:1 ratio. She wanted to find out. If there is a BP, then what is the escalation procedure for a behavior for this member. The incident seems to have violated her human rights by overexerting too much physicality for the behavior and possibly using a psychotropic drug to control the behavior. She said that she will send out to committee and liaison a reply to the response of the IR in question.

**Suzanne Hessman** commented on making sure to ask probative questions if the response given is not satisfactory.

**Amanda Godek** asked when do all providers need to have abuse and neglect training completed including Home and Community Based Services (HCBS) providers and DDD members.

**Suzanne Hessman** referred to her notes from the Quarterly Meeting. She said the members will need to be reviewed more due to the sensitivity of the members.

**Amanda Godek** stated that she is a trainer for the Abuse and Neglect training for the Division providers. She gave information concerning how often and how long is the training. This training includes the appropriate and inappropriate touching of members.



**Division of Developmental Disabilities (DDD)  
District East Independent Oversight Committee (IOC)  
Public Meeting Minutes Summary  
Wednesday, Nov 10<sup>th</sup>, 2021 – 5:00 PM to 7:00 PM**

For October IRs, the Committee members have been loaded in the shared drive **565** incident reports. This included **36** open and **529** closed reports. ATPC had **50** totals with **12** open and **38** closed.

Type	Open	Closed
Accidental Injury	1	100
Consumer Missing	0	4
Deaths	1	3
Emergency Measures	0	9
Human Rights	2	5
Legal	1	5
Medication Errors	2	52
Neglect	9	38
Other Abuse	2	9
Other Behavior	0	168
Other Hospitalization, Unknown injury	15	131
Physical Abuse	3	4
Property Damage	0	1
Suicide	0	0
<b>TOTALS</b>	<b>36</b>	<b>529</b>

**The desired IRs will be divided among the members.**

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

Number of Behavior Plans turned in by IOC Members: 0

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

---

**Adjournment**

**Suzanne Hessman** adjourned the meeting at 6:00 pm. The next District East IOC meeting will be held on Wednesday Dec 8<sup>th</sup>, 2021, at 5:00 pm. Will be virtual meeting should COVID-19 concerns still be in effect.