

**Division of Developmental Disabilities
State Operated Intermediate Care Facilities for
Individuals with Intellectual Disabilities Governing Body Meeting
Thursday, September 28, 2017**

Participants:

ATPC: Superintendent	DES/DDD Assistant Director
DES/DDD Deputy Assistant Director	DES/DDD Chief Compliance Officer
DES/DDD Director of Residential Services	DES/DDD Chief Quality Officer
DES/DDD Human Resource Administrator	DES/DDD Chief Medical Officer
DES/DDD Business Operations Administrator	DES/DDD Office of Facilities Management
DES/DDD Training Manager	Phoenix State Operated Services Manager

Pursuant to A.R.S. 38-431-02, notice is hereby given to the members of the Division of Developmental Disabilities State Operated Intermediate Care Facilities for Individuals with Intellectual Disabilities Governing Body and to the general public that the **Division of Developmental Disabilities (DDD) State Operated Intermediate Care Facilities for Individuals with Intellectual Disabilities Governing Body** will hold a meeting open to the public on **Thursday, September 28, 2017 from 2:00 p.m. to 4:30 p.m.** in the **Department of Economic Security Building, Assistant Director Conference Room, 4th Floor, 1789 W. Jefferson Street, Phoenix, Arizona 85007**. Please check in at the DDD front desk, 4th Floor Southwest corner and someone will assist you.

The Governing Body reserves the right to change the order of items on the agenda.

AGENDA

1. Call to order, introductions, review & approval of August 31st, 2017 draft meeting minutes.
2. Topics
 - Project Management
 - Recent DHS Surveys
 - QDIP Documenting Monthly Notes
 - Development of SOP for Notification that a Surveyor is on the Property
 - ATPC Security
 - Employee Recognition
 - H&W Independent Solutions Update
 - ATPC Friends and Family Update
 - McIntyre Fund Disbursement
 - CMS Updated Emergency Preparation Regulations for ICFs Update
 - Facility Staffing Update
 - Direct Care
 - Maintenance
 - Quality Assurance
 - Professional Staff
 - Support Staff
 - Training Resources Review
 - Physical Environment
 - Health and Safety
 - Maintenance and Repair
 - Sanitation

- Policy Review
 - Active Treatment SOP
 - Budget Review
 - Active Treatment Equipment Review
 - General Operations Review
 - Additional Data
 - Open discussion
3. Call to the public
 4. **Next Meeting: Thursday, October 26, 2017 2-4:30 pm.** Time and location of this meeting to be confirmed and announced by public meeting posted at the DDD website:
<https://des.az.gov/services/disabilities/developmental-disabilities>. These meeting are open to the public.
 5. Adjourn