

**Human Rights Committee (HRC)  
District East  
Open Meeting Minutes**

Department of Economic Security  
Division of Developmental Disabilities  
120 W. 1<sup>st</sup> Avenue Mesa, AZ 85210  
June 13th, 2018  
5:00 pm – 7:00 pm

<b>Call to Order</b>	Suzanne Hessman
<b>Start Time</b>	5:07 pm
<b>Facilitator</b>	Suzanne Hessman
<b>HRC Liaison &amp; Note taker</b>	Jeffrey Yamamoto
<b>Attendees</b>	<p><b>HRC Members Present:</b> Suzanne Hessman, Jennifer Huot, Sheri Reed, Mindee Stevenson, Jill Wilson, Cynthia Elliot, Paul Sadler</p> <p><b>HRC Members Absent:</b> Tonia Schultz, Gina Johnson, Cathryn Whalen, Sarah McGovern, Tammy Leeper</p> <p><b>Division of Developmental Disabilities (DDD) Staff:</b> Jeffrey Yamamoto, Barb Picone, Clay Newsom</p> <p><b>Public:</b> None</p>
<b>Agenda Topics</b>	Call to Order, Welcome, Approval of May 2018 Minutes, Discussion and vote on incident report to review, HRC Liaison Updates, Call to the Public, Adjournment

**Call to Order/Welcome**

**Committee**

<b>Discussion</b>	<p><b>Suzanne Hessman</b> called the meeting to order at 5:07pm and welcomed the <b>Human Rights Committee (HRC) members</b>.</p> <p><b>Jeffrey Yamamoto</b> HRC Liaison, <b>Barb Picone</b>, the Quality Assurance Manager for District East and <b>Clay Newsom</b>, the Program Review Committee (PRC) Chair were in attendance.</p> <p><b>Clay Newsom</b> dropped off June behavior plans and was able to answer a question from <b>Paul Sadler</b> about a specific behavior plan before he had to depart just as the meeting started.</p>
-------------------	--

**Approval of May Minutes**

**Committee**

<b>Discussion</b>	<p><b>Sheri Reed</b> made a motion to approve both May 2018 minutes with the change of the date for the current meeting to show June 13<sup>th</sup>, 2018, motion seconded by <b>Jennifer Huot</b>. All in favor. Motion carried.</p>
-------------------	--

	<b>Suzanne Hessman</b> asks that the minutes be sent to members shortly after completion of the minutes to check for accuracy and to submit any changes to liaison.
--	---

**Discussion and vote on the Incident Report to review:**

**Committee**

<b>Discussion</b>	<p><b>Barb Picone</b> explained that the District has closed out a lot of cases this month and the Committee will see the faster turnaround time of Incident Reports (IRs). They are trying for 90-day turnaround.</p> <p><b>Paul Sadler</b> asked if there is tracking of individuals support members who may be fired from one agency just to be rehired to another.</p> <p><b>Barb Picone</b> answered that there is some internal tracking by Adult Protective Services (APS) as well as Quality Assurance (QA) for agencies and member but not truly for direct support staff. The hiring agency must do their due diligence to secure the right people to hire. Employment reference checks and screenings are some of their due diligence. If a direct support staff only has unsubstantiated charges against them those charges cannot be disclosed to the inquiring agency.</p> <p><b>Sherri Reed</b> asked about bed bugs being a health threat within "Other" category.</p> <p><b>Barb Picone</b> responded that there are two scenarios which occur and if it is in a licensed setting the licensee must act immediately to take care of the problem. If it is in a private home the owner must be trying to eradicate the pest. Support coordination will be out to visit both scenarios to check on the progress. Members may be relocated in a licensing situation if the problem continues. In the private home the support coordination will offer community support and try to help the family in the matter. Intent and degree of infestation may qualify for an incident of neglect but it's a case by case determination.</p> <p><b>Barb Picone</b> explained the types and categories.</p> <p><b>The Committee</b> took a vote on reviewing open and closed IRs during the last meeting. The vote was unanimous in favor of only reviewing closed IRs.</p> <p>After reviewing the new categories of IRs received for April, the Committee wants to receive one copy of all types and categories that have been closed. This was agreed upon unanimously by the Committee.</p> <p>For Behavior Plans, the Committee wants to review only one copy of all PRC approved behavior plan. This was agreed upon unanimously by the Committee.</p>
-------------------	--

**HRC Liaison Updates**

**Jeffrey Yamamoto**

<b>Discussion</b>	<p><u>Senate Bill 1450</u></p> <p><b>Jeffrey Yamamoto</b> explained this bill passed in April. It transfers the HRCs within the Department of Economic Security, Department of Child Safety and the Arizona Health Care Cost Containment System to the AZ Department of Administration (ADOA). This will not change the committees' responsibilities or functions. It also renames HRCs as Independent Oversight Committees (IOCs) and transfers the new IOCs to</p>
-------------------	--

	<p>ADOA. There is nothing to report currently on how ADOA is going to administer the IOCs. Any changes will be given to the Committee when available. The ADOA will take over the oversight in August.</p> <p><u>Liaisons</u> <b>Jeffrey Yamamoto</b> informed the Committee that he will be the only HRC liaison covering the state after the beginning of July. He will be attending all of the district meetings and providing administration to all 6 district HRCs. He will update the Committee on any news from ADOA as soon as he hears something. <b>Suzanne Hessman</b> asked Jeffrey to bring reports on trending for agency and staff of IRs to next meeting. She also agreed to just have the IRs that have problems inputted into the dropbox for questions by members.</p> <p><u>Public comment on changes to oversight and monitoring of developmental home services</u> <b>Jeffrey Yamamoto</b> received the changes for the public comment from Suzanne Hessman and informed the Committee that they are allowed to comment on the proposed new changes to home services. He handed out the proposed changes to the Committee. Suzanne informed the Committee where they can submit any comments about the proposed changes.</p> <p><u>Annual Report</u> <b>Suzanne Hessman</b> mentioned that the annual report will be worked on and hopefully be completed in the next two weeks.</p>
--	--

**Call to the Public**

**Jennifer Huot**

<b>Discussion</b>	No members of the public present.
-------------------	-----------------------------------

**Adjournment**

**Jennifer Huot**

<b>Conclusion</b>	The next meeting will be held on July 11 <sup>th</sup> , 2018 at 5:00 pm at the 120 W. 1 <sup>st</sup> Avenue, Mesa, AZ location. Meeting adjourned by <b>Suzanne Hessman</b> at 7:15 pm.
-------------------	---