

**Human Rights Committee (HRC)  
Meeting Minutes  
District West**

Department of Economic Security  
Division of Developmental Disabilities  
8990 W. Peoria Ave.  
Peoria, AZ 85345  
January 23<sup>rd</sup> 2018  
5:45 PM – 7:45 PM

<b>Call to Order</b>	Michelle Lagas
<b>Start Time</b>	5:55 PM
<b>Facilitator</b>	Diedra Freedman
<b>Note Taker</b>	Jeffrey Yamamoto and Taylor Pike
<b>Attendees</b>	<p><b>HRC Members Present:</b> Diedra Freedman, Michelle Lagas, Bernadine Henderson</p> <p><b>HRC Members Absent:</b> Pat Thundercloud, Jennifer McNeill</p> <p><b>Division of Developmental Disabilities (DDD) Staff:</b> Amy Rose, James Smith, Richard Kautz, Taylor Pike, Jeffrey Yamamoto</p> <p><b>Remote Participants:</b> None</p> <p><b>Number of Public in Attendance:</b> Potential member: Brad Doyle</p>
<b>Agenda Topics</b>	Call to Order, Welcome and Introductions, Potential New Member, Approval of November Minutes, Program Review Committee, Training for Members, District Update, Statewide Update, Adjournment to Executive Session

**Call to Order**

**Michelle Lagas**

<b>Discussion</b>	<p>The <b>Human Rights Committee (HRC) members</b> introduced themselves in person.</p> <p><b>James Smith, Taylor Pike, Jeffrey Yamamoto, Richard Kautz and Amy Rose</b> introduced themselves as Division of Developmental Disabilities staff members.</p>
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**Potential New Member**

**Committee**

<b>Discussion</b>	<b>Brad Doyle:</b> Introduced himself and provided some background on who he is, what he does and his prior volunteer experience. He has a son that is a DDD member and
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	<p>he currently manages the cafeteria at Moon Valley High School. He previously served on Advisory Counsel of City of Phoenix Mayor as well as on the Advisory Counsel for Disabilities for Jane Hull.</p> <p><b>Taylor Pike:</b> Brad's appointment letter is at the Director's office waiting for signature.</p>
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**Program Review Committee (PRC)**

**Committee**

<b>Discussion</b>	<p><b>Amy Rose:</b> Provided the committee with a packet of information. Contents included:</p> <ul style="list-style-type: none"> <li>• Behavior Supports Manual</li> <li>• Article 9 training guide</li> <li>• Behavior Plan and ISP content checklist</li> <li>• Receipt of Behavior Plan document</li> <li>• Team Agreement Form</li> <li>• Behavior Plan format</li> </ul> <p>Amy explained when and why an Abnormal Involuntary Movement Scale (AIMS) test is needed. She presented an example Behavior Plan and answered any questions regarding the plan and how the Program Review Committee carries out their responsibilities.</p> <p><b>Diedra Freedman:</b> Asked if she could get a percentage of individuals living in group homes that are receiving Behavioral Health Services through a Regional Behavioral Health Agency (RBHA).</p> <p><b>Richard Kautz:</b> Agreed to get a percentage of individuals living in group homes that are receiving Behavioral Health Services through a RBHA.</p> <p><b>Taylor Pike:</b> Will send out contact information for Amy Rose and her Administrative Assistant, Yeraldin Orozco Garcia to the committee via email.</p>
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**Training for Members**

**Taylor Pike**

<b>Discussion</b>	<p><b>Taylor Pike:</b> The number of trainings required has reduced from eleven to five. Only five Computer Based Trainings (CBTs) are required. Health Insurance Portability and Accountability Act (HIPAA) is no longer required. The members signed HIPAA consent/acknowledgement form will replace the training. Article 9 is still required, Taylor asked how the committee would like to complete this.</p> <p><b>Diedra Freedman:</b> Volunteered if Liaison can't get the Article 9 training to be held during a meeting she is willing to arrange for someone she knows to perform one.</p>
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**District Update**

**Committee**

<b>Discussion</b>	No discussion held.
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## Statewide Update

## Committee

<b>Discussion</b>	<p><b>Taylor Pike:</b> Provided a summary of topics discussed at the Statewide Meeting.</p> <ul style="list-style-type: none"><li>• Cholla Pilot – Prepping Documents/Planning Documents<ul style="list-style-type: none"><li>• Individual Support Plan (ISP) will be replaced by different documents. This is being piloted by six units and will slowly be rolled out for other offices to use spring of this year.</li></ul></li><li>• Article 9 rewrite<ul style="list-style-type: none"><li>• Article 9 rewrite put on hold. A WebEx discussion has been held and another is scheduled on February 6<sup>th</sup> to discuss proposed changes.</li></ul></li></ul> <p>Liaison will email the committee exact time of scheduled WebEx when announced.</p>
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## Motion to Accept Minutes

## Committee

<b>Discussion</b>	Motion to approve minutes as written by <b>Diedra Freedman</b> and seconded by <b>Michelle Lagas</b> , motion carried.
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## Executive Session

## Committee

<b>Discussion</b>	Motion to move into Executive Session by <b>Diedra Freedman</b> and seconded by <b>Michelle Lagas</b> , motion carried.
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## Adjournment

<b>Conclusion</b>	Next meeting will be held on February 27, 2018 at 5:30 PM at the Peoria location. Meeting adjourned by <b>Michelle Lagas</b> at 7:28 PM.
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