

## Human Rights Committee (HRC) Meeting Minutes

### Monthly Meeting of District South (Sierra Vista)

Department of Economic Security  
Division of Developmental Disabilities  
2981 E. Tacoma Street  
Sierra Vista, Arizona  
February 8th, 2017  
9:00 A.M.

<b>Call to Order</b>	Meeting called by District South Sierra Vista Human Rights Committee (HRC)
<b>Start Time</b>	9:00 A.M.
<b>Facilitator</b>	Mary Haynes (Interim Chairperson)
<b>Note Taker</b>	Daniel Stutzman (HRC Liaison)
<b>Attendees</b>	<p><b>HRC Members Present: Margarita Fate, Jerry Regan, Amy Schroeder</b></p> <p><b>HRC Members Absent: None</b></p> <p><b>Division of Developmental Disabilities (DDD) Staff: Daniel Stutzman, Mike Valdez</b></p> <p><b>Remote Participants: Mary Haynes</b></p> <p><b>Number of Public in Attendance: 0</b></p>
<b>Agenda Topics</b>	<ul style="list-style-type: none"> <li>I. Call to Order</li> <li>II. Minutes Approval</li> <li>III. Support Coordination Training</li> <li>IV. By-Laws/Guidelines</li> </ul>

**Call to Order**

**Mary Haynes**

<b>Discussion</b>	<p>Meeting called to order at 9:11 A.M.</p> <p>The <b>Human Rights Committee (HRC) members</b> introduced themselves in person and on the phone. DDD staff members introduce themselves.</p>
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**Minutes Approval****Committee**

<b>Discussion</b>	<p><b>Daniel:</b> Does anyone have any edits to the minutes?</p> <p><b>Mary:</b> Does anyone approve of the minutes?</p> <p><b>Margarita:</b> I do, I don't have any edits.</p>
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**Support Coordination Training****Committee**

<b>Discussion</b>	<p><b>Daniel:</b> (Daniel reads a brief synopsis of a support coordinators role and responsibilities to a member and their family. He also reviewed the ISP paperwork with the members by explaining what the ISP is used for.)</p> <p><b>Daniel:</b> Any questions?</p> <p><b>Mary:</b> Have often does the support Coordinator meet with the family/or member?</p>
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**By-Laws/Guidelines****Committee**

<b>Discussion</b>	<p><b>Mary:</b> I would like to table the guidelines again so we have more time to review them. So we can review them at the next meeting.</p>
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**Committee moves into executive session****Committee**

<b>Conclusion</b>	<p>"Committee moves into executive session at 9:15 A.M. pursuant to A.R.S. 41-1959 and A.R.S. 38-431.03(A)(2) to discuss incident reports and behavioral health plans concerning members of the Division of Developmental Disabilities of the Arizona Department of Economic Security."</p>
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**Adjournment****Mary Haynes**

<b>Conclusion</b>	<p>Next meeting will be held on March 8th at 9:00 A.M. at the Sierra Vista location. Meeting adjourned by Mary Haynes at 10:45 A.M.</p>
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