

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
October 12th, 2017
9:00 A.M.

Call to Order	Meeting called by District South Sierra Vista Human Rights Committee (HRC)
Start Time	9:00 A.M.
Facilitator	Mary Haynes (Chairperson)
Note Taker	Daniel Stutzman (HRC Liaison)
Attendees	<p>HRC Members Present: Margarita Fate, Mary Haynes, Jerry Regan</p> <p>HRC Members Absent: N/A</p> <p>Division of Developmental Disabilities (DDD) Staff: Daniel Stutzman, Mike Valdez</p> <p>Remote Participants: None</p> <p>Number of Public in Attendance: 1: Amy Schroeder</p>
Agenda Topics	<ul style="list-style-type: none"> I. Call to Order II. Membership Update III. Future HRC Procedures IV. Roundtable Division Updates

Call to Order

Mary Haynes

Discussion	<p>The Human Rights Committee (HRC) members introduced themselves in person.</p> <p>DDD staff members introduce themselves.</p>
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Membership Update

Committee

Discussion	<p>Daniel: As many of you know the Committee has lost 3 members including the Chairperson since its formation. We would need to appoint a temporary Committee Chairperson until we have enough members to have a formal vote. How would the Committee like to proceed?</p> <p>Mary: I would volunteer as the Chairperson.</p> <p>Jerry: I agree.</p> <p>Margarita: I agree.</p> <p>HRC: Vote passes unanimously.</p> <p>Daniel: Just a reminder that we need to write the HRC guidelines still.</p> <p>Mary: Can we get an example to base it off of.</p> <p>Daniel: Yes, I will mail out an example and we can talk about it at the next meeting.</p> <p>Daniel: Donna-Marie has informed me, she is doing active recruiting and has more people who are interested in joining the Committee. Amy is one of these individuals and we hope she joins us.</p>
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Future HRC Procedures

Committee

Discussion	<p>Daniel: Today the Committee needs to arrange how they will work with staff to receive IRs and BPs for our meetings.</p> <p>Mike: Historically, we used to mail out the plans before our meeting so they could be reviewed before the meeting takes place. We would then talk about them during the executive session.</p> <p>HRC: That will work. (Mailing addresses provided for mailing out IRs)</p> <p>Mike: I will retrieve the IRs again at the meeting and shred them.</p> <p>Daniel: For behavior plans I can bring them to the meeting. You can take them home and read them and fill out the attached form with any questions or recommendations you may have. I will retrieve the disposition forms at the next meeting and I will also retrieve the BPs for shredding at this time.</p>
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Roundtable/Division Updates**Committee**

Discussion	Daniel: I have no updates at this time. But generally at every Committee meeting this is the portion of the meeting I will give you updates on inquires you make about Division policy from the prior meeting.
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Committee moves into executive session**Committee**

Conclusion	Committee moves into executive session at 9:37 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."
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Adjournment**Mary Haynes**

Conclusion	Next meeting will be held on November 9th at 9:00 A.M. at the Sierra Vista location. Meeting adjourned by Mary Haynes at 11:32 A.M.
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