

Thursday, September 21 st , 2017	Arizona State Hospital
6:00-9:00PM Meeting	2500 E. Van Buren St.
AzSH Auditorium	Phoenix, AZ 85008

Members Present: Joe O'Cain; Kim Scherek-via-telephone; Ross Davids- via telephone; Leon Canty; Jim Gillcoatt; Sharon Ashcroft, Chair

Other Attendees: Dana Hearn, A.D./AHCCCS; Yisel Sanchez, Human Rights Committee Coordinator/AHCCCS; Mike Sheldon, CEO/ASH; William Bugbee, Chief of Security/ASH; Jacqueline Bachelier, Patients' Rights Advocate/ASH; Lisa Wynn, CQO/ASH; H. Steve Harris; Anna Branson, Disability Law; Dr. Aaron Bowen, ASH (phone)

Members Absent: Michael White; Ashley Oddo (out until November) ; Joe Contreras; Laurie Goldstein;

Next Meeting: September 21, 2017

Approved:

Sharon Ashcroft, Chairman



			Person(s) Responsible for	Target Completion
Item	Discussion	Follow-Up/Action	Follow Up	Date
Welcome and Introductions	 Sharon Ashcroft calls meeting to order at 6:11pm. Agenda notes that Leon Canty will chair committee. This was an error, Sharon will be chairing meeting tonight. 	NA	NA	NA
Disclosure of Conflict of Interest	• Chair asks for disclosure of conflict of interest.	• None noted		
Chair Report	 Operating Guidelines need to be updated to reflect AHCCCS. Suggestion to change operating guidelines to potentially make changes to terms. Three current members' terms are up and need to be re-appointed. 	 Leon makes a motion to renew membership of three members, Sharon Ashcroft, Jim Gillcoatt and Kim Scherek. Joe seconds the motion. All vote in favor. Yisel will resend nomination forms to 	Yisel Sanchez	October 2017



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Review August 17 th 2017 meeting minutes	• Jim Gillcoat asks for clarification on a statement on the top of page 2:10.	 three members for re appointment from the Director; this is also accessible on the AHCCCS HRC site. Yisel clarifies the change made by Ashley in July. Leon makes a motion to approve August meeting minutes as presented. Joe seconds the motion. All vote in favor. 		
Dr. Bowen's Report	 Dr. Bowen noted that the agenda didn't have any specific updates for him to report on. P3 initiative reviewed that ADOA gave clearance Roll out AMS discussed Dr. Bowen attended the Western Psychiatric State Hospital 	• Committee will provide information ahead of time otherwise a general report on what's going on at the hospital would be good.	Sharon	Prior to each meeting



Item	 Discussion Association in Colorado. Presented data on what Arizona State Hospital is doing with monitors on the units. Presented on Arizona State Hospital Incident Accident Death reports electronic system. Department at State Hospital was accredited nationally as public health department. 	 Follow-Up/Action Several Hospitals reaching out for more information. 	Person(s) Responsible for Follow Up	Target Completion Date
	 DOH also won award from ASO for initiative on baby at work program. Sharon expressed gratitude for forward thinking e.g. smart beds and internet access. 			
Site Visit	No site visits this month.			
Incident/Accident Reports – Jim	• New process has been set up on FTP server. Waiting to receive			



Item Gillcoatt	 Discussion forms from Jim Gillcoatt. Jim attempted to return required forms to attain access and experienced some difficulties. Jim shares the current process with the committee. Jim reviews redacted IADs to see if there is a need for further information and or investigation. Jim looks for anything out of the ordinary. If out of ordinary, he highlights and brings before the committee for further discussion in executive session. E.g. need more descriptors for de- escalation. 	 Follow-Up/Action Jim emailed forms to Yisel before the meeting and also provided her with hard copies just in case the email didn't go through. Yisel will submit forms to appropriate department to begin the process. 	Person(s) Responsible for Follow Up Jim Gillcoatt Yisel Sanchez	Target Completion Date 9/21/2017 9/22/2017
Confidentiality Agreement – Yisel Sanchez	 Yisel mentioned those who have not returned the signed original confidentiality form back to her. Two outstanding are Michael White and Joe Contreras. Joe was sent form in the mail and 	 Sharon will reach out to both members as to their continued interest as members on the committee. Sharon will speak to 	Sharon Ashcroft Sharon Ashcroft	October 2017 October 2017



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	 Michal received copy at a meeting and a follow-up email. Sharon noted that she would speak to both of them. 	Michael and Joe C. on returning the signed Confidentiality Agreement.		
Training and Employment Services Subcommittee- Leon Canty	 Two conference calls 8/30 and 9/13 have taken place. Dana compiled and shared an outline of the subcommittee discussion. Training Outline proposal as discussed 9/13/2017 	• Committee will scheduled additional calls in near future.	Leon Canty	TBD
	 Benefits being reinstated – screenshot of DB101 and Healthy AZ Other options Ability 360 and certified work incentive consultant (CWIC) WIIN – Work Information Incentive Network 	 Dana and Yisel and/or OIFA still willing to come in and train on general information listed. As for training with providers, AHCCCS would leave that to HRC to ask of any 	OIFA, Dana, Yisel Committee	TBD TBD
	 General information on basic covered services RBHA member handbooks 	providers and work with Arizona State Hospital.		



			Person(s) Responsible for	Target Completion
Item	Discussion	Follow-Up/Action	Follow Up	Date
Item	Discussionand basic contentsCovered Behavioral Health Services Guide (CBHSG)Some basic services to consider:CounselingJob trainingJob trainingSkill training (living skills)Peer Support/Peer 	Follow-Up/Action	Follow Up	
	 Crisis Services 			



Item	Discussion	Follow-Up/Action	Person(s) Responsible for Follow Up	Target Completion Date
	 Day Programs Roles: case manager, doctor, peer support Basic system structure (e.g. AHCCCS, RBHA, providers) Socialization options: peer run, clinics, ISP meetings (what to ask for right away) Websites HRC Subcommittee may ask Arizona State Hospital for consideration on: AHCCCS, WIIN, DB101 and Healthy AZ Other trainings to seek: finding work online committee will need to connect with VR SPOC for Arizona State Hospital identified 	• Joe O'Cain will put in request to have AHCCCS, WIIN, DB101 and Healthy AZ added to the patient white list. He will make request through his social worker.	Joe O'Cain	ASAP, by October meeting.
	Yisel has pamphlets for Leon as	Pamphlets given to	Yisel Sanchez	9/21/2017



Item	Discussion	Follow-Up/Action	Person(s) Responsible for Follow Up	Target Completion Date
	per his request.	Leon Canty.		
Public Comment	• Steve Harris reported his nephew was attacked	• Yisel to send nomination form.	Yisel Sanchez	9/29/2017
Agenda Items	 Expiring terms- members are required to re-vote and be reappointed by Director. Guidelines- changing requires committee majority vote. Executive session Sub Committee Update IAD/FTP server update Membership Absences Website Update 	• Sharon will add items to the agenda.	Sharon Ashcroft	10/12/2017
Meeting Adjourn	• Sharon calls for a motion to adjourn the meeting.	 Motion to adjourn submitted by Joe and seconded by Leon. Meeting adjourned at 6:58PM 	Joe O'Cain Leon Canty	