

June 21st, 2022, OIS Steering Committee Agenda

Present: Jennifer Sandvig, Scott Sleeman, Sarah Ramirez, Carole Searle, Nancy Briant, Ruth Walton, Kevin Reilly, Joanna Kindell, Serrae James, Danielle Khieu, Carrie Howell, Brian Tsutsumi, Julia DeViney, Jennifer Hunt, Christina Wolf, Ali Barresi, Tina DeSouza

Absent: Toi Gibson, Caitlin Shockley

May Minutes: Approved

Executive Committee Decisions:

- **IC LB #0322##** (Independent, Bend) – Requested Solo Review. Module 2 – 88%, Module 4 – 90%, Module 6 – 97%, Module 8 – 90%, MHD/ASD – 100%, 51/57 Physical Skills with Instructor #071253 on 4/19 & 4/20. Module 1 – 90%, Module 3 – 89%, Module 5 – 91%, Module 7 – 88%, 51/51 Physical Skills with Instructor #948 on 5/17 & 5/18. **Approved 5/23**
- **IC NG #0122##** (Marion County, Salem) – Requested Solo Review. Module 1 – 88%, Module 3 – 87%, Module 5 – 80%, Module 7 – 91%, MHD/ASD – 89%, 60/71 Physical Skills with Instructor #041606 on 4/27 & 4/28/2022. Intro – 90%, Module 2 – 90%, Module 4 – 90%, Module 5 – 90%, Module 8 – 89%, MHD/ASD – 89%, 55/57 Physical Skills with Instructor #0414117 on 5/23 & 5/24. **Approved 6/1**
- **IC KD #0522##** (Rise Services, LaGrande) - Requested exception to co-train within own agency with Instructor #012108 in LaGrande. **Approved 5/23**
- **Instructor #081907** – Requested to complete the out-of-agency co-training requirement within their agency. **Approved 6/6**
- **IC SP #0122##** (MV Advancements, McMinnville) - Requested Instructor Certification. Received average 90% PPT and 69/71 Physical Skills with Instructor #091421. Requested C-Level Agency Instructor. **Approved 6/1**
- **Instructor #012014** – Requested Mentor certification. **Approved 6/7**
- **Cornerstone Valley** – Instructor #012205 requested an exception to hold a 2-person workshop in Redmond. **Approved 6/15**
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Old Business

- **Autism PPT Update** – Christina Wolf and Sarah Ramirez will update the Autism PPT and have it available for review for the Steering Committee members at the September meeting.

New Business:

- **Alternative Services** – Modification Renewal

- Instructor #464 requested that the modification renewal be renewed even though staff is rarely needing to utilize it due to help from family members.

Motion to approve for 1 year

Motion – Nancy Briant

Second – Kevin Reilly

Unanimous

- **PCL** – Instructor #021101 was asked to look into a concern that was raised during a solo review workshop at PCL. The Instructor spoke with the parties involved and determined that it was a communication problem.
- **Notice of Proposed Rulemaking** – Scott Sleeman
Scott Sleeman spoke about the language in the Notice of Proposed Rulemaking and will be speaking with Caitlin Shockley to see what changes OIS needs to make.
- **Instructor #111398** – Submitted an application to join the Steering Committee.
Motion to approve Instructor #111398 as a Steering Committee member for the Family seat beginning on 06/21/2022.
Motion – Nancy Briant
Second – Ruth Walton
Unanimous
- **Resignations**
 - **Instructor #361** – Resigning Mentor certification.
 - **Non-Instructional #14142-N** – Resigning as of 6/14

The SC members acknowledged the resignations.
- **Instructor Requirements Completed**
 - **Instructor #012013** – Completed new Mentor requirement on 5/11 & 5/12 with Instructor #414117.
 - **Instructor #041904** – Completed out-of-agency co-training requirement on 5/22.
 - **Instructor #041250** – Completed out-of-agency co-training requirement on 5/22.
 - **Instructor #338** – Completed out-of-agency co-training requirement on 5/23.
 - **Instructor #011606** – Completed out-of-agency co-training requirement on 5/19.
 - **Non-Instructional #111401** - Completed Physical Skills Recertification review with Instructor #585 on 6/3.
 - **Instructor #031702** - Completed Physical Skills Recertification review with Instructor #585 on 6/10.

April Recertification

- **April Recertification 2022** – April Recertification, OIS updates were held by Zoom with the option of two dates. A comprehensive test was completed by Instructors and Instructor Candidates after the meeting. The Physical Skills recertification will be scheduled for July 2022.
 - April 6th, 2022 -1:00pm – 5:00pm
 - April 19th, 2022 – 8:30am - 12:30pm
- **Master/Mentor Workshops 2022**
 - **Medford** – June 1st, 8:30am - 12:00pm
Alternative Services, Medford
1150 Knutson Ave, Ste 6
Medford, OR 97504
 - **Salem** – June 3rd, 8:30am - 12:00pm
ODHS Cherry Avenue Training Center
3414 Cherry Avenue Ne, Rm 126 (Mt. Mazama)
Keizer, OR 97303
- **April Recertification - Physical Skills review**
 - **Medford** - July 7th – 9:00am - 1:30pm
Alternative Services, 1150 Knutson Ave, Ste 6, Medford OR
 - **Tigard** - July 11th – 8:00am - 12:00pm or 1:00pm - 5:00pm
Alternative Services, 7165 SW Fir Loop, Tigard OR
 - **Salem** - July 18th or July 19th - 8:00am - 12:00pm or 1:00pm - 5:00pm
ODHS Cherry Avenue Training Center, 3414 Cherry Avenue NE,
Rm 126, Keizer, OR
 - **Redmond** – June 16th – 9:00am - 4:00pm
Opportunity Foundation, 835 E Hwy 126 Building #3, Redmond, OR
 - **La Grande** – July 14th – 1:00pm - 6:00pm
Cook Memorial Library Community Room, 2006 Fourth S, La Grande OR

Future Modification Renewals:

ASI	RR #081908	GO	7/2022
Independent	SR #011522	MM	9/2022
Premier Community Services	LR #051558	AF	9/2022
ASI	BT #340	BC	10/2022
RISE	IC #071805	BN	011/2022
Southern Oregon Aspire	SC #357-N	K	1/2023

Outstanding Special Requests, Extensions and Deadlines

Instructor	Request	Deadline
Instructor #512	Mentor Requirements	July 31st, 2022

Instructor #532	Mentor Requirements	July 31st, 2022
Instructor #937	Mentor Requirements	July 31st, 2022
Instructor #913	Mentor Requirements	July 31st, 2022
Instructor #021101	Mentor Requirements	July 31st, 2022
Instructor #081931	New Mentor Inter-rater reliability	September 1st, 2022
Instructor #081910	New Mentor Inter-rater reliability	September 1st, 2022
Instructor #041610	Out of agency co-training extension	July 31st, 2022
Instructor #101706	Out of agency co-training extension	July 31st, 2022
Instructor #091424	Out of agency co-training extension	July 31st, 2022
Instructor #041607	Out of agency co-training extension	July 31st, 2022
Instructor #503	Out of agency co-training extension	July 31st, 2022
Instructor #041927	Out of agency co-training extension	July 31st, 2022
Instructor #011707	Out of agency co-training extension	July 31st, 2022
Instructor #091925	Out of agency co-training extension	July 31st, 2022
Instructor #081908	Out of agency co-training extension	July 31st, 2022
Instructor #114107	Out of agency co-training extension	July 31st, 2022
Instructor #062018	Out of agency co-training extension	July 31st, 2022
Instructor #081907	Out of agency co-training extension	July 31st, 2022
Instructor #816	Out of agency co-training extension	July 31st, 2022
Instructor #091559	Out of agency co-training extension	July 31st, 2022
Instructor #114112	Out of agency co-training extension	July 31st, 2022
Instructor #071262	Out of agency co-training extension	July 31st, 2022
Instructor #011703	Out of agency co-training extension	July 31st, 2022

April 2022 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
642	642	642	159	162	158	63	52	106	105

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
155	156	157	84	145	145	94	22	142	40

BH	C
70	81

G	C
45	44

Recertified	Newly Certified
326	349

Next Meetings:

September 20th, 2022

October 18th, 2022

November 15th, 2022

No meeting December 2022