

## March 15<sup>th</sup>, 2022, OIS Steering Committee Agenda

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

**Absent:** Kevin Reilly, ToiNae Gibson, Caitlin Shockley

**February Minutes:** Approved

### Executive Committee Decisions:

- **Cornerstone Valley** – Instructor #907 requested permission for a two-person workshop in Redmond. **Approved 2/16**
- **Instructor #101708** - Requested extension for the out-of-agency co-training requirement. Extension approved until July 31<sup>st</sup>, 2022. **Approved 3/3**
- **Instructor #091421** - Requested permission for 13 participant workshop with Instructor Candidate. **Approved 2/24**
- **Instructor #895** - Requested to waive Master/Mentor solo review requirement and count in-agency co-training for this year. **Approved 3/1**
- **Instructor Candidate JZ #0921## (Independent)** - Solo Review Requested. Module 1 – 90%, Module 3 – 89%, Module 5 – 92%, Module 7 – 88%, MHD/ASD – 91%, 63/71 - Physical Skills with Instructor #504 on 11/29 & 11/30/2021. Intro – 88%, Module 2 – 88%, Module 4 – 86%, Module 6 – 90%, Module 8 – 88%, 69/71 – Physical Skills with Instructor #091415 on 2/15 & 2/16/2022. **Approved 2/24**
- **Instructor Candidate CW #0921## (Inspire Connections)** - Solo Review Request. Module 2 – 87%, Module 4 – 86%, Module 6 – 86%, Module 8 – 87% with Instructor #091405 on 12/2 & 12/3/2021. Module 1 – 90%, Module 3 – 77%, Module 5 – 90%, Module 7 – 90%, MHD/ASH – 90%, 47/58 Physical Skills with Instructor #498, Intro – 88%, Module 2 – 90%, Module 3 – 88%, Module 5 – 90%, 47/58 – Physical Skills with Instructor #091555 on 2/21 & 2/22/2022. 51/58 – Physical Skills with Instructor #90 on 2/25/2022. **Approved 2/28**
- **Albertina Kerr** – Instructor #895 requested certificate extension for multiple staff. **Not Approved 3/4**
- **Rise Services** – Instructor #072115 requested for four staff to attend the physical skills review outside of the required time limit. **Approved 2/24**
- **Instructor Candidate KS #0921## (PCL)**- Requested 60-day extension for Instructor Candidacy. **Approved 2/22**
- **Non-Instructional #111401** – Requested permission to complete July Physical Skills Recertification with a Master/Mentor Instructor due to conflict with scheduled recertification dates. **Approved 3/3**

- **Instructor #501** - Requested to waive Master/Mentor solo review requirement for this year due to lack of opportunities in the area. **Approved 2/21**
- **Instructor #114107** – Requested extension for out-of-agency co-training requirement. **Approved 3/10**
- **Instructor #081908** – Requested extension for out-of-agency co-training requirement. **Approved 3/10**
- **RISE Services** – Instructor #012108 requested approval for a staff to attend the 2-day workshop over 4 half-days during a 1-month period to accommodate for a medical disability. The Committee recommended that the agency request a 1-person workshop to be held within the 14-day workshop requirement. **Not approved 3/9**

#### **New Business:**

- **OIS PPT Updates**  
The Steering Committee reviewed the new 2022 PPT.
- **Updated Substantiated Abuse form**  
Scott presented the updated substantiated abuse form. As of April 2022, the form will be required each year for all Instructors, Instructor Candidates, and Non-Instructional prior to attending April Recertification.
- **SB710 Competency Test** – Scott Sleeman is recommending that all Instructors and Instructor Candidates take a competency test after the OIS Updates portion of April Recertification instead of only those that fall under SB710 requirements.  
Motion to make the OIS updates competency test at April Recertification a requirement for all Instructors and Instructor Candidates.  
Motion - Carole Searle  
Second – Jennifer Hunt  
Unanimous
- **Rise Services** – Modification Renewal  
Instructor #012108 is requesting a modification renewal. This modification has been used less times over the last year, but they would like to keep the modification for cases when it will be necessary. The Instructor asked for an 8-month approval.  
Motion to renew modification until November 2022  
Motion – Sarah Ramirez  
Second – Carrie Howell  
Unanimous

- **Instructor #051545** - Requests waiving their Master/Mentor requirement of two Instructor co-trainings due to lack of opportunities in the area.  
 Motion to waive Master/Mentor requirements of two co-trainings for the OIS 2021/2022 year.  
 Motion – Ali Barresi  
 Second – Sarah Ramirez  
 Unanimous
- **Instructor #512** - Requests waiving their Master/Mentor Requirement of two Instructor co-trainings due to agency requirements during Covid.  
 Motion to extend Mentor requirement deadline for two Candidate co-trainings until July 31<sup>st</sup>.  
 Motion – Christina Wolf  
 Second – Danielle Khieu  
 Unanimous
- **Instructor #532** - Requests waiving Master/Mentor Requirement of one Instructor co-training and one solo review due to agency requirements during Covid.  
 Motion to extend Mentor requirement deadline for one Candidate co-training and one solo review until July 31<sup>st</sup>.  
 Motion – Christina Wolf  
 Second – Danielle Khieu  
 Unanimous
- **Instructor #091809** – Requests exception to complete out-of-agency co-training within their agency.  
 Motion to allow in-agency co-training and extend deadline to April 2023  
 Motion – Christina Wolf  
 Second – Joanna Kindell  
 Unanimous
- **Instructor Candidate SC #0122## (Cornerstone Valley)** - Instructor Certification. Intro – 88%, Module 2 – 88%, Module 4 – 88%, Module 6 – 90%, Module 8 – 90%, 52/52 – Physical Skills with Instructor #340 on 2/16 & 2/17/2022. Module 1 – 90%, Module 3 – 90%, Module 5 – 90%, Module 7 – 90%, MHD/ASD – 90%, 19/19 Physical Skills with Instructor #465 on 3/3 & 3/4. Candidate completed FAST PASS requirements and is requesting C-Level Agency Instructor certification.  
 Motion to approve as C-level Agency Instructor  
 Motion – Jennifer Hunt  
 Second – Danielle Khieu  
 Unanimous

- **Instructor Candidate KC #0122## (Independent)** - Instructor Certification. Module 1 – 90%, Module 3 – 89%, Module – 90%, Module 7 – 88%, MHD/ASD – 90%, 67/71 Physical Skills with Instructor #0414117 on 12/1 & 12/2/2022. Intro – 90%, Module 2 – 90%, Module 4 – 90%, Module 6 – 90%, Module 8 – 89% with Instructor #091421 on 3/7 & 3/8. Candidate completed FAST PASS requirements and is requesting C-Level Independent Instructor certification.

Motion to approve as C level Independent Instructor  
 Motion – Joanna Kindell  
 Second – Julia DeViney  
 Unanimous
  
- **Instructor #071807** – Requesting Independent certification.

Motion to approve Independent certification.  
 Motion – Carole Searle  
 Second – Danielle Khieu  
 Unanimous
  
- **Instructor #091407** – Requests waiving one of the two Candidate co-training requirements due to lack of opportunities in the Central region.

Motion to waive Master/Mentor requirements of for the OIS 2021/2022 year.  
 Motion – Carole Searle  
 Second – Nancy Briant  
 Unanimous
  
- **Instructor #091419** – Requesting Non-Instructional certification

Motion to approve Non-Instructional certification  
 Motion – Christina Wolf  
 Second – Serrae James  
 Unanimous
  
- **Instructor #15** – Requests waiving their Master/Mentor Requirement of one Instructor Candidate co-training and one solo review due to medical reasons.

Motion to waive Master/Mentor requirements for the OIS 2021/2022 year.  
 Motion – Carole Searle  
 Second – Serrae James  
 Unanimous

- **Remote PPT Workshops** – Scott Sleeman would like to make remote workshops available to specific counties as discussed in July 2021. The members agreed that as of June 1, 2022, only staff attending from specific counties can attend remotely. Instructors can request an exception if needed.

Motion to limit remote PPT workshops to specific counties as of June 1, 2022.

Motion – Serrae James

Second – Tina DeSouza

Unanimous

- **State Meeting** – Scott Sleeman shared information about a meeting he attended that had three individuals speaking negatively about the OIS curriculum. The three people believe that OIS is outdated, and that people are getting hurt from OIS techniques, specifically from the Belt Shirt.

### April Recertification

- **April Recertification 2022** – April Recertification, OIS updates are scheduled to be held by Zoom with the option of two dates. A comprehensive test will be given to attendees after the meeting. The Physical Skills recertification will be scheduled for July 2022.

- April 6<sup>th</sup>, 2022 -1:00pm – 5:00pm
- April 19<sup>th</sup>, 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, 1:00pm - 4:30pm  
ODHS Cherry Avenue Training Center  
3414 Cherry Avenue Ne, Rm 126 (Mt. Mazama)  
Keizer, OR 97303
- **Tigard** – June 14<sup>th</sup>, 8:30am - 12:00pm, 1:00pm - 4:30pm  
Alternative Services, Tigard  
7165 SW Fir Loop Ste 200  
Tigard, OR 97223

- **April Recertification - Physical Skills review**

- **Medford** - July 7<sup>th</sup> – 8:30am - 5:00pm  
Alternative Services, 1150 Knutson Ave, Ste 6, Medford OR
- **Tigard** - July 11<sup>th</sup> or July 12<sup>th</sup> – 8:00am - 12:00pm or 1:00pm - 5:00pm  
Alternative Services, 7165 SW Fir Loop, Tigard OR
- **Salem** - July 18<sup>th</sup> or July 19<sup>th</sup> - 8:00am - 12:00pm or 1:00pm - 5:00pm  
ODHS Cherry Avenue Training Center, 3414 Cherry Avenue NE,  
Rm 126, Keizer, OR

- **Redmond** – June 16<sup>th</sup> – 9:00am - 4:00pm  
Opportunity Foundation, 835 E Hwy 126 Building #3, Redmond, OR
- **La Grande** – July 14<sup>th</sup> – 1:00pm - 6:00pm  
Cook Memorial Library Community Room, 2006 Fourth S, La Grande OR

**Future Modification Renewals:**

Agency	Instructor	Initial	Renewal Date
RISE	IC #071805	BN	03/2022
ASI	RR #081908	GO	7/2022
RISE	JD #012108	JT	7/2022
Independent	SR #011522	MM	9/2022
Premier Community Services	LR #051558	AF	9/2022
ASI	BT #340	BC	10/2022
Southern Oregon Aspire	SC #357-N	K	1/2023

**Outstanding Special Requests, Extensions and Deadlines**

Instructor	Request	Deadline
Instructor #895	Staff certificate extension	March 31st, 2022
Instructor #091424	Out of agency co-training extension	July 31st, 2022
Instructor #503	Out of agency co-training extension	July 31st, 2022
Instructor #081910	New Mentor Inter-rater reliability	September 1st, 2022
Instructor #081931	New Mentor Inter-rater reliability	September 1st, 2022
Instructor #011820	New Mentor Inter-rater reliability	September 1st, 2022
Instructor Candidate JR #0721##	60-day Candidacy extension	March 31st, 2022
Instructor Candidate BS #0721##	60-day Candidacy extension	March 31st, 2022
Instructor Candidate NJ #0721##	60-day Candidacy extension	March 31st, 2022
Instructor #101708	Out of agency co-training extension	July 31st, 2022
Instructor #091809	Out of agency co-training extension	July 31st, 2022
Instructor #0921##	60-day Candidacy extension	May 31st, 2022

**December 2021 PPIs Taught**

<b>RM</b>	<b>LC</b>	<b>BS</b>	<b>1P1A</b>	<b>1P2A</b>	<b>P1 OR 2 A</b>	<b>LBM</b>	<b>2P LBM</b>	<b>1P1AIPS</b>	<b>1P2PS</b>
469	469	469	89	93	66	19	20	31	37
<b>2PS</b>	<b>2PE</b>	<b>2PSC</b>	<b>3PSCL</b>	<b>2PW</b>	<b>2PSW</b>	<b>3PSE</b>	<b>2PLC</b>	<b>BAP</b>	<b>WC</b>
83	81	74	36	68	68	39	8	51	12
<b>BH</b>	<b>C</b>		<b>G</b>	<b>C</b>		<b>Recertified</b>	<b>Newly Certified</b>		
22	29		43	37		235	237		

**Next Meetings:**

**May 17<sup>th</sup>, 2022 – Steering Committee Physical Skills review**

**June 21<sup>st</sup>, 2022**

**September 20<sup>th</sup>, 2022**

**October 18<sup>th</sup>, 2022**

**November 15<sup>th</sup>, 2022**