

## October 18th, 2022, OIS Steering Committee Agenda

**Present:** Sarah Ramirez, Scott Sleeman, Carole Searle, Brian Tsutsumi, Julia DeViney, Nancy Briant, Joanna Kindell, Jennifer Sandvig, Serrae James, Melissa Lymburner, Danielle, Khieu, Kevin Reilly, Shawn Mode, Christina Wolf, Brenna Archibald, Tina DeSouza, Lindy Ripley (guest), Aidyn Smith (guest)

**Absent:** Toi Gibson, Ruth Walton

**September Minutes:** Approved

### Executive Committee Decisions:

- **IC CB #0522##** (DSP Connections, Aumsville) – Solo Review Request. Module 1 – 87%, Module 3 – 86%, Module 5 – 89%, Module 7 – 89%, 54/56 Physical Skills with Instructor #0414117 on 8/29 & 8/30/2022. Intro – 87%, Module 2 – 88%, Module 4 – 87%, Module 6 – 85%, MHD/ASD – 90%, 51/51 Physical Skills with Instructor #012014 on 9/1 & 9/2/2022. **Approved 9/22**
- **IC ED #0322##** (Goodwill Industries, Portland) - Requested 30-day Instructor Candidate end date extension. **Approved 9/12**
- **Instructor #011820** – Requested Parent certification. **Approved 10/5**
- **Instructor #081930** – Requested exception for one-day workshop with a parent and interpreter. **Approved 9/26**
- **IC RG #0522##** (Inspire Connections, Clackamas) – Requested 60-day Instructor Candidate end date extension. **Approved 9/27**
- **IC TC #0922##** (Horizon Project, Pendleton) - Requested an exception to co-train with two Master/Mentor Instructors instead of three during Instructor Candidacy. **Approved 9/30**

### Old Business:

- **Autism PPT Update** - The updated PPT will be sent out to the SC members for review at least 2 weeks prior to the November SC meeting.

### New Business:

- **Premier Community Supports** – Modification renewal  
Instructor #051558 presented updated information. After review, the SC members asked for additional information. Instructor #051558 will present at the November 15<sup>th</sup> meeting.
- **One Person Workshops** – Scott Sleeman expressed concerns about the OIS curriculum not supporting one-person workshops. During the pandemic, more workshops were held

with smaller counts and exceptions were granted for one-person workshops. The members agreed that it was time to go back to pre-covid standards. It was noted that the ruling where 24-hr agencies with certified Instructors can combine staff in a workshop is still in effect. Kevin Reilly said that he could see having a one-person workshop with a parent. He also noted that combining workshops could have an added benefit for Instructors to use the workshop to fulfill their out of agency co-training requirement.

Motion to go back to pre-covid standards of 3-person workshops with exceptions depending on the circumstance.

Motion – Kevin Reilly

Second – Scott Sleeman

Unanimous

- **Setting Precedence's** – Scott Sleeman

Scott Sleeman spoke about his concern for how many precedence's are being set by the Executive Committee. He would like more decisions to wait and be brought before the SC members for decisions. As requests are received, a determination will be made whether it needs immediate action or can be held until the next SC meeting.

Motion to hold over more decisions to be discussed at the Steering Committee meetings unless immediate attention is needed and then a decision will be made by the Executive Committee.

Motion – Scott Sleeman

Second – Joanna Kindell

Unanimous

- **Alternative Services** – Modification Renewal

Instructor #092111 presented information for a 2-person modified limb control renewal. In the last year the technique has been used two times. Both for physical aggression. The technique was aborted one time in the first case because staff were unable to maintain grip and two times in the second case because the reinforcements that were on the couch failed. A different couch is now being used. The behavioral data shows that physical aggression from the consumer has gone down significantly which is in part because the communication device has been reworked and a new system was created. Sarah Ramirez asked if any injuries have occurred. There have been no injuries to the consumer or staff while using the modification. Scott asked what exactly occurred during the aborted attempts. The first abort was reapplied with positive results. The second abort had two aborts and staff did not reapply because of the couch failure.

Motion to approve modification for 1 year

Motion – Christina Wolf

Second – Serrae James  
Scott Sleeman and Carole Searle abstain

- **Rise Services – Unique Buffer discussion**

Instructor #012108 presented information about a unique buffer to see if the SC would need to approve it. The buffer is a foam pad covered by fabric that fits around the arm. It is used by staff to provide a buffer during self-injurious behavior. It was decided by the SC members that approval was not needed.

Motion that a modification is not needed for the unique buffer being used by Rise Services.

Motion – Nancy Briant  
Second – Kevin Reilly  
Unanimous

- **IC SS #0522## (Pathway Enterprises) – Instructor Certification.** Received average 88% PPT and 96% Physical skills with Instructor #501 on 10/13 & 10/11/2022. Requesting certification as a C-level Agency Instructor.

Motion to approve request for C-level Agency Instructor certification

Motion – Serrae James  
Second – Nancy Briant  
Unanimous

- **Mentor Certification**

Instructor #081931 – completed Mentor inter-rater reliability with Instructor Rick Bruce #0414117 on 10/5 & 10/6/2022.

Motion to approve Mentor certification request

Motion – Scott Sleeman  
Second – Julia DeViney  
Unanimous

Instructor #091603 – completed Mentor inter-rate reliability with Instructor #501 on 10/6 & 10/7/2022.

Motion to approve Mentor certification request

Motion – Serrae James  
Second – Christina Wolf  
Unanimous

- **IC SG #0522## (Independent Environments) – Solo Review Request.** Intro – 90%, Module 2 – 90%, module 4 – 91%, Module 6 – 92%, MHD/ASD – 91%, 28/56 –

Physical Skills with Instructor #011921 on 6/21 & 6/22/2022. Module 1 – 90%, Module 3 – 89%, Module 5 – 89%, Module 7 – 90%, 13/15 – Physical Skills with Instructor #091405 on 7/21 & 7/22/2022. 48/51 Physical Skills with Instructor #585 on 10/16/2022. Requested dates are 11/7 & 8, 11/16 & 17 or Instructor #585 offered to host the solo workshop on 11/11 & 11/12.

Motion to approve solo review request. Instructor 585 will review the workshop on 11/11 & 11/12.

Motion – Scott Sleeman

Second – Joanna Kindell

Unanimous

- **Solo Reviewers** – Should Instructors certified as solo reviewers be excused from completing the physical skills recertification in 2023.

The Committee discussed whether solo reviewers could be excused from completing an annual physical skills recertification in April 2023. Some members agreed that reviewers could be excused, and other members disagreed due to drift concerns. After discussion, it was agreed that all SC members and solo reviewers will attend the January 17, 2023 Steering Committee meeting, either in person or remotely, for a physical skills demonstration held by Scott Sleeman, Carole Searle, and Brian Tsutsumi. This demonstration and verbal interaction by the SC members and solo reviewers will be counted as their recertification.

Motion for OIS-SC members and solo reviewers to attend a physical skills demonstration during the January 17, 2023 SC meeting in order to complete their April 2023 physical skills recertification.

Motion – Danielle Khieu

Second – Brenna Archibald

Unanimous

- **January SC Meeting** – Steering Committee member recertification. Steering Committee members and solo reviewers will attend the January 17, 2023 meeting to complete their annual physical skills recertification.
- **IC ED #0322##** (Goodwill Industries) – Candidacy extension request.

Motion to approve an extension until November 30, 2023 due to personal circumstances.

Motion – Kevin Reilly

Second – Serrae James

Unanimous

- **September Meeting Minutes Approval** – Kevin Reilly asked about some of the Executive Committee decisions noted on the September minutes. An error was noted and will be changed. Iliac Crest was misspelled and will be corrected.

Motion to approve the September 20<sup>th</sup>, 2022 meeting minutes with a change to the information about one of the Executive Committee approvals and misspelling of Iliac Crest.

Motion – Carole Searle

Second – Sarah Ramirez

Unanimous

- **April Recertification 2023** – OIS Curriculum updates will be held by Zoom for 2023
  - **Curriculum Updates Zoom meeting** – (date and time tbd)
  - **Master/Mentor Workshops 2023**
    - **Medford** – tbd  
Alternative Services, Medford  
1150 Knutson Ave, Ste 6, Medford, OR 97504
    - **Salem** – February 28  
ODHS Cherry Avenue Training Center  
3414 Cherry Avenue Ne, Rm 126 (Mt. Mazama)  
Keizer, OR 97303
    - **Tigard** – tbd  
Alternative Services, Tigard  
7165 SW Fir Loop, Tigard, OR 97223
  - **April Recertification - Physical Skills review**
    - **Medford** – April 11, 9:00am – 2:00pm  
Alternative Services, Medford  
1150 Knutson Ave, Ste 6, Medford OR
    - **Tigard** – April 24 & 25, 8:00am – 12:00pm & 1:00pm – 5:00pm  
Alternative Services, Tigard  
7165 SW Fir Loop, Tigard OR
    - **Salem** – April 17 & 18, 8:00am – 12:00pm & 1:00pm – 5:00pm  
ODHS Cherry Avenue Training Center  
3414 Cherry Avenue Ne, Rm 126 (Mt. Mazama)  
Keizer, OR 97303
    - **Redmond** – April 19, 9:00am – 1:00pm  
Opportunity Foundation  
835 E Hwy 126 Building #3, Redmond, OR
    - **Pendleton** – April 6, 8:30am – 12:00pm & 12:30pm – 4:00pm  
Horizon Project  
223 SW Court Ave  
Pendleton, OR 97801

**Future Modification Renewals:**

Agency	Instructor	Initial	Renewal Date
Premier Community Services	LR #051558	AF	9/2022
ASI	BT #340	BC	10/2022
RISE	IC #071805	BN	11/2022
Southern Oregon Aspire	SC #357-N	K	1/2023
ASI	RR #081908	GO	6/2023
Independent	SR #011522	MM	9/2023

**Outstanding Special Requests, Extensions and Deadlines**

Instructor	Request	Deadline
Instructor #091559	Out of agency co-training extension	December 31, 2023
Instructor #051538	Medical leave	30 days within return
Instructor #012227	complete two physical skills reviews	November 22nd, 2022
Instructor #114135	Medical leave	30 days within return

**August 2022 PPIs Taught**

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
606	606	606	145	154	125	30	30	75	84

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
143	143	148	68	127	120	86	29	93	56

BH	C
57	62

G	C
48	40

Recertified	Newly Certified
268	362

**Next Meetings:**

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

**No meeting December 2022**

**January 17<sup>th</sup>, 2023**

**February 21, 2023 - tentative**