

## January 17, 2023, OIS Steering Committee Agenda

**Present:** Sarah Ramirez, Ruth Walton, Scott Sleeman, Carole Searle, Brian Tsutsumi, Nancy Briant, Julia DeViney, Shawn Mode, ToiNae Gibson, Brenna Archibald, Tina DeSouza, Serrae James, Danielle Khieu, Christina Wolf, Joanna Kindell, Melissa Lymburner, Sarah Collins (guest)

**Absent:** Kevin Reilly, Jennifer Sandvig

**November Minutes:** Approved

### Executive Committee Decisions:

- **Instructor #012001** – Independent certification request. **Approved 11/18**
- **IC ED #0322##** - Instructor Certification. Averaged 89% PPT, 48/51 Physical Skills with Instructor #340 on 11/17 & 11/18/2022. Requested G-level Agency Instructor. **Approved 11/22**
- **Shangri-La** – Instructor #091405 requested permission for a staff person with an expired certificate to attend a one-day recertification workshop. **Not Approved 11/23**
- **IC MG #0922##** - Solo Review Request. Module 2 – 90%, Module 4 – 89%, Module 6 – 90%, MHD/ASD – 90%, 56/56 Physical Skills with Instructor #0414117 on 10/5 & 10/6/2022. Intro – 86%, Module 1 – 87%, Module 3 – 81%, Module 5 – 84%, Module 7 – 85%, 51/51 Physical Skills with Instructor #532 on 10/19 & 10/20/2022. Module 3 – 88%, Module 5 – 89% with Instructor #532 on 11/16 & 11/17/2022. **Approved 11/28**
- **Instructor #011918** - Mentor Certification. Completed the Mentor Inter-rater Reliability with Instructor #011921 on 10/24 & 10/25/2022. **Approved 12/1**
- **Premier Community Supports** – Instructor #051558 submitted updated modification renewal documents as requested by the OIS-Steering Committee at the November 2022 meeting. The modification renewal was reviewed and approved by the OIS-Executive Committee. **Approved 12/1**
- **Instructor #092106** - Requested approval for a 2-person workshop with family members. **Approved 12/12**
- **Albertina Kerr** – Instructor #091820 requested permission to hold remote workshop for 5 nurses completing a participation certification. **Approved 12/12**
- **IC HM #0922##** - Solo Review Request. Intro – 90%, Module 2 – 87%, Module 4 – 87%, MHD/ASD – 86%, 55/56 Physical Skills with Instructor #012013. Module 1 – 90%, Module 3 – 90%, Module 5 – 90%, Module 7 – 89%, 56/56 Physical Skills with Instructor #0414117. **Approved 12/12**
- **Instructor #011522** - Requested a staff certificate extension. **Approved 12/15**
- **Hummingbird Homes** – Instructor #032121 requested permission for a 1-person workshop after multiple participants didn't attend workshop. **Approved 12/20**

- **IC MB #0522##** – Solo Review Request. Module 1 – 76%, Module 3 – 70%, Module 5 – 77%, MHD – 75% with Instructor #913 on 8/29 & 8/30/2022. Module 2 – 74%, Module 4 – 70%, Module – 6 – 75%, MHD/ASD – 81% with Instructor #021101 on 7/14 & 7/15/2022. Module 1 – 83%, Module 3 – 78%, Module 5 – 73%, Module 7 – 84%, 46/51 Physical Skills with Instructor #012013 on 10/6 & 10/7/2022. Module 1 – 86%, Module 3 – 88%, Module 5 – 88%, Module 7 – 88%, 50/51 Physical Skills with Instructor #051602 on 11/16 & 11/17/2022. Intro – 81%, Module 2 – 88%, Module 4 – 86%, Module 6 – 82%, MHD/ASD – 86%, 51/51 Physical Skills with Instructor #012014 on 12/10 & 12/11/2022. Intro – 87%, Module 6 – 90% with Instructor #012013 on 12/15 & 12/16/2022. **Approved 12/20**
- **IC AE #0522##** - Instructor Certification. Averaged 90% PPT, 56/56 Physical Skills with Instructor #932 on 12/19 & 12/21/2022. Requested C-level Agency Instructor. **Approved 12/23**
- **IC MG #0922##** - Instructor Certification. Averaged 90% PPT, 56/56 Physical Skills with Instructor #498 on 12/29 & 12/30/2022. Requested C-Level Agency Instructor. **Approved 1/3**
- **IC KD #0522##** - Solo Review Request. Module 1 – 90%, Module 3 – 88%, Module 5 – 91%, Module 7 – 89%, 55/56 Physical Skills with Instructor #011921 on 8/3 & 8/4/2022. Intro – 90%, Module 2 – 90%, Module 4 – 90%, Module 6 – 90%, MHD/ASD – 90% with Instructor #012108 on 8/31 & 8/4/2022. **Approved 1/5**
- **Instructor #051105** - Requested permission for workshop participant to attend on day 15 of a workshop in order to complete the second day. **Approved 1/10**
- **IC RG #0522** – Requested 30 days extension for Instructor Candidacy. **Approved 1/11**

#### **New Business:**

- **Southern Oregon Aspire** – Modification renewal. Non-Instructional #357-N presented information for an annual modification renewal and to discuss the four person hold that was talked about at the last meeting. The Non-Instructional talked about an increase in PPT usage starting in late summer with an increase in seizure activity. A new medication was introduced which helped with the seizures but there was an increase in behaviors. The medication was switched again, and the old pattern of seizures returned. Seizures are somewhat controlled at this time with less intensive behaviors. With a 4 to 1 staffing pattern being introduced, there has been some adjustments happening and has been a challenge for the person. Sarah Ramirez asked about the injuries to staff shown in the data. The Instructor said that injuries have declined. Staff do physical practices every 3 to 8 weeks mostly focusing on the more complicated PPIs. The staff is practicing and problem solving with the Non-Instructional. Julia DeViney asked if there is protective equipment for the staff. Protective equipment does not work well but there is plenty of padding and two “safe walls” that are entirely padded. Approval was granted by ODDS for four to one staffing.

Motion to approve the modification renewal until January 2024

Motion – Julia Deviney

Second – Danielle Khieu  
Unanimous

Motion to approve four-person hold until January 2024  
Motion – Julia DeViney  
Second – Nancy Briant  
Unanimous

- **Autism PPT** – Follow up on the updates suggested at the last meeting were discussed. Sarah Ramirez did a trial run and found that it was too long. She made some alterations. Ruth Walton will teach it in early February. The module has been turned over to Scott Sleeman for final modifications and updated.
- **Restraints** – Follow up conversation from November meeting to determine if Belt/Shirt and Limb Control should be moved to the C level certificate. The Committee discussed pros and cons concerning moving all restraints to a C level certificate. It was suggested that OIS move to having one certificate for both G and C level with all techniques noted on the back.

Motion to approve anything above limb control to be moved to a C level certificate.  
Motion - Ruth Walton  
Second – Brenna Archibald  
Unanimous

- **Instructor #072114** – Requesting approval to use a handout created by the Instructor to use at her workshops.

Motion to approve the use of a handout created by Instructor #072114 to use at her workshops.  
Motion – Ruth Walton  
Second – Scott Sleeman  
Unanimous

- **Albertina Kerr** – Instructor #081931 notified OIS that staff person AM was decertified due to failure to adhere to OIS principles and performing non-OIS physical restraint.

The Steering Committee acknowledges the decertification.

- **Hummingbird Homes** – OIS was notified that a 2-person workshop was needed due to staff persons not showing up to the workshop.
- **Instructor #051538** – Completed and passed the physical skills review requirement with Instructor #585 after returning from medical leave.

- **Resignations**
  - **IC TC #0922##** – Resignation as of 12/21/2022.
  - **Non-Instructional #052215-N** - Resignation as of 11/17/2022
  - **Instructor #15** – Resignation as of 1/1/2023
  - **Instructor #465** – Resignation as of 4/2023
  - **Instructor #504** - Resignation as of 4/2023
  
- **Decertification**
  - **IC SS #0322##** - Candidate had extension until 12/31/2022 due to personal leave. Candidate is no longer working for the agency and has had no contact with OIS.

Motion to decertify Candidate for not completing candidacy requirements by 12/31/2022.

Motion – Tina DeSouza

Second – Danielle Khieu

Unanimous

- **April Recertification 2023** – OIS Curriculum updates will be held by Zoom for 2023
  - **Curriculum Updates Zoom meeting – March 21<sup>st</sup>, 2023 – 8:30am – 12:00pm**
  - **Master/Mentor Workshops 2023**
    - **Medford** – Canceled
    - **Salem** – February 28, 8:00am – 12:00pm  
ODHS Cherry Avenue Training Center  
3414 Cherry Avenue Ne, Rm 126 (Mt. Mazama)  
Keizer, OR 97303
  - **April Recertification - Physical Skills review**
    - **Medford** – April 11, 8:00am – 12:00pm & 1:00pm – 5:00pm  
TBD, Medford
    - **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
Southern Oregon Aspire	SC #357-N	K	1/2023
ASI	RR #081908	GO	6/2023
Independent	SR #011522	MM	9/2023
ASI	BT #340	BC	10/2023
RISE	IC #071805	BN	11/2023
Premier Community Services	LR #051558	AF	12/2023

**Outstanding Special Requests, Extensions and Deadlines**

Instructor	Request	Deadline
IC MB #0522##	Candidacy extension - personal	January 31, 2023
IC KD #0522##	Candidacy extension - medical leave	February 8, 2023
IC RG #0522##	Candidacy extension - personal	February 28, 2023
Instructor #091559	Out of agency co-training extension	December 31, 2023

**October 2022 PPIs Taught**

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
760	760	760	166	155	130	36	33	70	68
2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
155	154	139	63	110	112	74	23	78	24
BH	C		G	C		Recertified	Newly Certified		
49	54		59	42		382	409		

**November 2022 PPIs Taught**

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
596	596	596	128	128	105	23	20	64	68
2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
131	130	126	76	112	110	76	0	82	23
BH	C		G	C		Recertified	Newly Certified		
62	74		44	34		293	331		

**Next Meetings:**

**February 21, 2023**

**March 2023 – no SC meeting**

**April 2023 – no SC meeting**

**May 16, 2023**

**June 20, 2023**