

May 18th, 2021 OIS Steering Committee Agenda

Present: Jennifer Sandvig, Sarah Ramirez, Scott Sleeman, Carole Searle, Brian Tsutsumi, Nancy Briant, Joanna Kindell, Danielle Khieu, Serrae James, Christina Wolf, Kevin Reilly, Alice Massey, Carrie Howell, Ruth Walton, Ali Barresi, Toi Gibson, Tina DeSouza, Kirsten Collins

Absent: Beth Coleman

March Minutes: Approved

Executive Committee Decisions:

- **IC AA #0720## (PCL, Monmouth)** – Requested Solo Review. Intro-87%, Module 1-85%, Module 3-89%, Module 5-84%, Module 7-85%, MHD/ASD-87%, Physical Skills–passed with Instructor #011522. Module 2-85%, Module 4-85%, Module 6-86%, Module 8-89%, Physical Skills – passed with Instructor #091421. Complete additional co-train with Instructor #051558 for practice. **Approved** to solo with Instructor #932 on May 10 & 12. **Approved** 3/19
- **Instructor #907** - Request for 1-day recert class with two participants. **Approved** 4/6
- **IC AB #0121## (Youth Unlimited, Troutdale)** - Completed Fast Pass requirements. Intro-90%, Module 2-90%, Module 4-90%, Module 6-90%, Module 8-90%, MHD/ASD-90%. Physical Skills – did not pass with Instructor #091421. Module 1-90%, Module 3-90%, Module 5-90%, Module 7-89%, Physical Skills–passed with Instructor #585. Requests G-Level Agency Instructor. **Approved** 4/13
- **Instructor #937** - Request for two workshop participants to complete physical skills more than two weeks after remote PPT workshop. **Approved** 4/23
- **Instructor #062019** - Request to be approved for IF level certification in specific techniques reviewed with Instructor #051602 and completing the remainder of the techniques later. Remainder of techniques were reviewed by Instructor #051602 on 4/12. **Approved** 3/29.
- **IC JD #0121## (Rise Services, Salem)** – Completed Fast Pass requirements. Module 1-90%, Module 3-90%, Module 5-92%, Module 7-90%, MHD/ASD-90%, Physical Skills–passed with Instructor #465. Intro-92%, Module 2-90%, Module 4-90%, Module 6-92%, Module 8-89%, Physical Skills–passed with Instructor #895. **Approved** 4/22
- **IC KM #0121## (Alternative Services, Tigard)** – Requested Solo Review. Module 1-91%, Module 3-90%, Module 5-90%, Module 7-88%, Physical Skills–passed with Instructor #051610. Intro-88%, Module 2-87%, Module 4-90%, Module 6-88%, Module 8-88%, MHD/ASD-87%, Physical Skills–passed with Instructor #011921. **Approved** for Solo with Instructor #48 on May 19 & 20. **Approved** 4/23
- **Instructor #498** – Completed Solo Review Inter-rater Reliability with Instructor #90. **Approved** to become solo reviewer 3/30

- **Instructor #012108** – Requested permission for staff person EV to attend physical skills webinar from home. **Approved** 3/24
- **Instructor #012108** – Requested exception for workshop participant to attend Day 2 two days after two-week requirement. **Approved** 3/26
- **Instructor #091925** – Requested Independent Instructor status. **Approved** 4/6
- **IC BW #0720## (Reside Residential, Portland)** – Instructor Certification. Completed solo review with Instructor #90. Average 89% Curriculum, 100% Physical Skills. Requested G-Level Agency Instructor. **Approved** 3/29
- **IC THV #1120## (Independent, McMinnville)** – Requested Solo Review. Module 2–79%, Module 4–80%, Module 6–90%, Module 8–89%, MHD/ASD–88%, 43/56 Physical Skills with Instructor #011528. Intro–88%, Module 1–86%, Module 3–88%, Module 5–86%, Module 7–88%, MHD/ASD 90%, 54/56 Physical Skills with Instructor #011118. Module 2–86%, Module 4–88%, Module 5–90% with Instructor #585. **Approved** 3/23
- **IC THV #1120## (Independent, McMinnville)** – Instructor Certification. Completed solo review with Instructor #585. Average 88% PPT, 100% Physical Skills. Requests G-Level Independent Instructor. **Approved** 4/28.
- **April Recertification, late submission of required paperwork** – OIS-Exec agreed to allow late submissions of April Recertification paperwork from the following Instructors: Instructor #937, Instructor #114108, Instructor #011537, Instructor #041802, Instructor #071805, Instructor #081903. **Approved** 4/23
- **IC ST #1120## (Douglas Residential Training, Roseburg)** – Requested solo review. Intro–95%, Module 1–88%, Module 3–90%, Module 5–92%, Module 7–97%, MHD/ASD–81%, 70/70 Physical Skills with Instructor #051558. Approved for solo with Instructor #16 on 6/2 & 6/3. **Approved** 5/3
- **Instructor #072020** – Requested exception for two-person workshop. **Approved** 4/30
- **Instructor #071829** – Requested exception for two-person workshop if agency was unable to find a 3rd participant. **Approved** 5/4
- **Instructor #051611** – Requested Independent Instructor status. **Approved** 5/3
- **Instructor #498** – Requested exception for two-person workshop. **Approved** 5/10.
- **Instructor #072020** – Requested exception for two-person workshop. **Approved** 5/13

Old Business:

- None

New Business:

- **Instructor #081930** – Restraint Guidance Request
Instructor #081930 and guest AD presented information concerning a restraint and asked for recommendations from the Steering Committee. Suggestions were made and Instructor #081930 will request modification approval if needed.

- **Instructor #980 – Modification Request**

Instructor #980 is requesting a modification to lift and carry at the same time. The individual wraps legs around the caregiver and tries to fling both himself and caregiver forward. Individual only has one staff right now, but they are working on additional staff.

Motion for modification on lift/carry for 6 months

Motion – Kevin Reilly

Second – Serrae James

Unanimous

- **Instructor #011522 – Modification Request**

Instructor #011522 is supporting a 19-year-old who is extremely strong and volatile when he is escalating and has broken staff bones. Larger staff can keep him safe with a 2-person seated couch, but smaller staff is unable to hold him. He can plank and wiggle free. Staff is evading to the couch, putting a pillow or smaller mat behind his head to prevent hit him hitting his head on the wall but then he starts biting himself and/or staff. Staff is using gym mats to surround him. The benefit is that it reduces stimulus because individual is visually driven. If individual stands up, staff will back up taking mats with them. The mats do not touch the individual. He is currently 2:1 but they are working on 3:1. Staff is working on more structure at dinner which is the time of the day that escalating behavior usually happens. SC agrees that a modification is not needed, and they support the use of the mats as documented.

Motion to support the environmental modification that the consultant has suggested.

Motion – Scott Sleeman

Second – Danielle Khieu

Unanimous

- **In-Agency Solo Review – Requesting approval for ASI Instructor #48 to evaluate the solo workshop taught by ASI IC KM #0121##**

Motion to acknowledge that an in-agency solo review will be completed by Instructor #48

Motion – Kevin Reilly

Second – Danielle Khieu

Unanimous

- **Staff Decertification**

- **Instructor #041232 – Did not allow new staff to continue OIS workshop due to attitude and inattentiveness during workshop.**

The OIS-SC supports this Instructors decision.

- **Instructor #081902** – Decertified KC due to wrongful restraint and misapplied PPIs.

The OIS-SC acknowledges and supports the decertification

- **Instructor Certification Requests**

- IC AA (PCL, Salem) - Instructor Certification. Completed solo review with Instructor #932. Average 89% PPT, 100% Physical Skills. Requests C-Level Agency Instructor.

Motion to approve as C-Level Agency Instructor

Motion: Carole Searle
Second: Scott Sleeman
Unanimous

- **Solo Review Inter-Rater Reliability** – Instructor #0414117 completed an inter-rater reliability with Instructor #932 on 5/10 & 5/11. Instructor #932 recommends that Instructor #0414117 be certified as a Solo Reviewer.

Motion to approve as solo reviewer

Motion: Scott Sleeman
Second: Joanna Kindell
Unanimous

- **April Recertification Preapproved Exceptions** - The following people have completed the requirements set forth by the SC.
 - Instructor #414117
 - Non-Instructional #0419002-N

The OIS-SC acknowledges that the Instructor's completed their requirements.

- **Instructor Annual Requirement Exception** – Previously Approved

- Instructor #071262
- Instructor #051377
- Instructor #041928
- Instructor #071242
- Instructor #091415
- Instructor #795
- Instructor #031705
- Instructor #913
- Instructor #503
- Instructor #980
- Instructor #062018
- Instructor #816
- Instructor #071230
- Instructor #114135
- Instructor #101917
- Instructor #041818
- Instructor #114108
- Instructor #091424
- Instructor #091560
- Instructor #937

- Instructor #031702
- **Instructor Resignations –**
 - Instructor #091808
 - Instructor #011602
 - Instructor #051607

The OIS-SC acknowledges the resignations and thanks them for their service.

- **April Recertification – Did not register for April Recertification**
 - Instructor #091114 – No contact information
 - Instructor #114145 – Tried to contact
 - Instructor #081905 – Tried to contact
 - IC #1120## - Agency said he was resigning Candidacy
 - Instructor #101703 – Tried to contact
 - Instructor #011613 – Tried to contact
 - Instructor #101710 – No contact information
 - IC KF #0620## - Candidacy ended March 31st

Motion to decertify for not registering and attending April Recertification.

Motion – Carrie Howell
 Second – Serrae James
Unanimous

- **April Recertification – Did Not Complete April Recertification requirements**
 - Non-Instructional #1120003-N – No longer with agency
 - Instructor Candidate TZ #1120## - Candidacy Ends 5/31

Motion to decertify for not completing April Recertification requirements.

Motion – Serrae James
 Second – Alice Massey
Unanimous

- **Competency Tests –** Revisions for 2-day and 1-day workshop competency tests. New guidelines for how tests are administered.

PPT competency test questions were compiled using suggestions from multiple Instructors and the current competency test. Test passing requirement set at 85% Three questions can be missed. Members discussed more revisions and will be giving further feedback during the next week. Feedback is due by May 25th. Scott Sleeman will be working on a competency test for the One Day Recertification PPT. Final questions for both competency tests will be sent to Kirsten Collins for

translation into the top five languages. Scott is suggesting that the test be given between modules not at the end of the day.

Motion to approve the competency questions with suggested changes.

Motion – Joanna Kindell

Second – Toi Gibson

Unanimous

Physical Skills Webinar Attendance as of 5/10/2021

	Attendees		Attendees
April 1st	60	November 9th	109
April 15th	60	November 23rd	124
May 1st	73	December 7th	67
May 15th	104	December 29th	175
June 8th	66	January 12th	92
June 15th	134	February 9th	105
June 30th	185	February 23rd	109
July 8th	19	March 2nd	75
July 22nd	72	March 15th	116
August 3rd	74	April 6th	170
August 19th	155	April 27th	135
September 2nd	100	May 10th	103
September 22nd	173		
October 6th	112		
		Total*	2767

*Attendee counts are an approximate amount

Future Modification Renewals:

Agency	Instructor	Initial	Renewal Date
RISE	IC #071805	BN	03/31/2022
Albertina Kerr	JM #895	H	7/31/2021
ASI	RR #081908	GO	7/21/2021
Independent	SR #011522	MM	9/15/2021
Premier Community Services	LR #051558	AF	9/15/2021
ASI	OB #012016	BC	10/31/2021
Southern Oregon Aspire	SC #357- N	K	1/19/2022

February 2021 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
462	462	462	151	151	123	6	6	114	116

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
161	161	160	130	143	144	136	18	59	19

BH	C
89	81

G	IF
19	48

March 2021 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
606	606	606	146	145	125	39	39	107	105

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
150	157	145	97	130	131	98	26	85	33

BH	C
50	74

G	IF
42	50

Next Meetings:

June 15th, 2021

July 20th, 2021

September 21st, 2021