

July 20th, 2021, OIS Steering Committee Agenda

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

Absent: Christina Wolf, Toi Gibson

June Minutes: Approved

Executive Committee Decisions:

- **Bethesda Lutheran** – Instructor #051528 requested permission for a staff person to attend the Physical Skills webinar outside of the allowed time limit. **Approved 6/28**
- **AS** – Workshop participant requested permission to attend the July 22nd Physical Skills webinar outside of the allowed time limit. Participant attended a workshop on April 28 & 29 but did not complete the requirement paperwork or attended the Physical Skills webinar. **Not Approved 7/7**
- **IC ST #1120## (Douglas Resident Training)** – Instructor Certification. Completed solo review with Instructor #16. Average 90% PPT, 100% Physical Skills. Requested C-Level Agency Instructor. **Approved 7/6**

Old Business:

- **New Mentor Training**
A subcommittee including Serrae James, Jennifer Sandvig, and Ruth Walton was formed to review new Mentor requirements and/or training.

New Business:

- **Rise Services** – Modification/Recommendation Request
Behavior Specialist GV and Instructor #012108 attended to discuss the need for an escape modification from a choke hold. Instructor #012108 demonstrated the proposed escape move with Instructor #464. The SC members suggested alternations in a few areas. The individual is new to the agency. Rise is working on staff training including escape routes and redirection. Other PPI techniques are not reasonable currently due to a medical condition. Rise will resubmit request with suggested changes.

Motion to approve choke escape modification for 1 year after recommended changes are made.

Motion – Carole Searle

Second – Ruth Walton

Unanimous

- **Instructor #081930 – Modification Request**

Executive Committee determined that this was not a modification but instead, repositioning. There was some concern as to how the buffer was being used and that needed to be identified in the PBSP.

- **Alternative Services – Modification Renewal**

Instructor #48 presented information. The two-person wheel-chair modification was used two times in the previous year with success. Staff would like the modification to remain for instances when needed.

Motion to approve continued use of modification for one year.

Motion – Kevin Reilly

Second – Jennifer Hunt

Carole Searle and Scott Sleeman abstained

Unanimous

- **Albertina Kerr - Escape Renewal.** This modification renewal is no longer needed as it is now an approved OIS Escape technique.

SC acknowledges that the escape renewal for Albertina Kerr is no longer needed.

- **Instructor Candidate Workshop Payments** – OIS established a no refund policy for workshop cancellations. No refund will be issued as of seven business days prior to the first day of the Instructor Candidate 4-day workshop whether OIS is able to fill the seat. Policy information will be added to the Candidate application and will require initials from either the agency supervisor or independent applicant.

The OIS Steering Committee acknowledges this policy.

- **Substantiated Abuse Form** – Revise wording of Substantiated Abuse form and require a signed form from each Instructor, Instructor Candidate and Behavior Professional-Non-Instructional prior to attending April Recertification

The discussion was tabled. Steering Committee members are encouraged to email the OIS Data Coordinator with any thoughts or suggestions.

- **Instructions for OIS Workshop Participants form** – Change wording from “Failure to comply will result in decertification of your O.I.S. Certificate” to “Failure to comply with current O.I.S. Standards and Procedures will result in decertification of your O.I.S. Certificate”

Kevin Reilly suggested that the pre-printed check marks on the documents be removed and, instead, the document requires participant initials.

Motion to approve rewording and modification of form by April 2022

Motion – Joanna Kindell

Second – Danielle Khieu

Unanimous

- **IC EF #0320## (PTCN)** – Instructor Certification. Completed solo review with Instructor #465. Average 88% PPT, 97% Physical Skills. Requests C-level Agency Instructor.

Motion to approve certification as C-level Agency Instructor

Motion – Sarah Ramirez

Second – Joanna Kindell

Unanimous

- **Remote Workshops** – In April 2022, the Instructor Manual will be updated to define that remote workshops will only be used for underserved areas of Oregon such as Douglas, Coos, Malheur, Baker, Wallowa, Morrow, etc. Although the Instructor Manual will add this information in April 2022, this change will be effective immediately and the information will be sent out to O.I.S. Instructors once the underserved areas have been identified.

The Steering Committee acknowledged updating the manual to better define when remote workshops are allowed.

The Committee discussed allowing all 24-hour agencies to collaborate with like agencies to hold workshops. This collaboration will create one O.I.S. workshop, taught by an Agency Instructor, with participants (employees) from multiple agencies to ensure the class size meets the O.I.S. minimum of three or more participants. If a participant requires a C-Level Certificate, the home-based Agency Instructor can complete this requirement

Motion – Carol Searle

Second – Serrae James

Unanimous

- **SB 710 and Supervisors – Scott Sleeman**
Senate Bill 710 has been discussed at the last few meetings. More discussion occurred concerning the rules that are defined in the Senate Bill and how it affects OIS. The bill has not been officially approved and no changes will occur for OIS until that time.
- Scott Sleeman notified the OIS-SC that David Hinsburger, passed away in July. For decades, as a clinician, trainer and author Dave has been an unrelenting and tireless

advocate for the rights and freedom for people with intellectual and developmental disabilities. He will be greatly missed.

Physical Skills Webinar Attendance as of 6/29/2021

	Attendees		Attendees
April 1st	60	November 23rd	124
April 15th	60	December 7th	67
May 1st	73	December 29th	175
May 15th	104	January 12th	92
June 8th	66	February 9th	105
June 15th	134	February 23rd	109
June 30th	185	March 2nd	75
July 8th	19	March 15th	116
July 22nd	72	April 6th	170
August 3rd	74	April 27th	135
August 19th	155	May 10th	103
September 2nd	100	May 24 th	105
Sept 22nd	173	June 8th	75
October 6th	112	June 29	141
November 9th	109	July 22nd	TBD
		Total*	2664

*Attendee counts are an approximate amount

Future Modification Renewals:

Agency	Instructor	Initial	Renewal Date
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
Independent	DK #980	C	11/31/2021
ASI	CS #464	A	11/31/2021
Southern Oregon Aspire	SC #357-N	K	1/19/2022

RISE	IC #071805	BN	03/31/2022
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May 2021 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
587	587	587	141	141	118	36	30	88	82

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
116	116	109	89	103	103	91	18	74	31

BH	C
35	67

G	IF
37	41

Next Meetings:

September 21st, 2021

October 19th, 2021

November 16th, 2021