

January 18th, 2022, OIS Steering Committee Agenda

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

Absent: Caitlin Shockley

November Minutes: Approved

Executive Committee Decisions:

- **Instructor Candidate #0721** – Requested Solo Review. Received 87%-Module 2, 88%-Module 4, 89%-Module 6, 89%-Module 8, 88%-MHD/ASD with Instructor #464 on 10/5 & 10/6/2021. Received 85%-Intro, 88%-Module 1, 88%-Module 3, 90%-Module 5, 88%-Module 7, 43/57 Physical skills with Instructor #091421 on 10/28 & 10/29/2021. 71/71 Physical skills with Instructor #895 on 11/17/2021. **Approved 11/22**
- **Instructor Candidate #0521##** - Instructor Certification. Completed solo review with Instructor #48 on 11/30 & 12/1/2021. Received average 91% PPT and 61% Physical Skills. Requesting C-level Agency Instructor. **Approved 12/10** with condition that IC review and pass the physical skills with two Master/Mentor Instructors within 60 days. Master/Mentor Instructors will each complete the physical skills evaluation form to be submitted to the OIS Data Coordinator.
- **Instructor #081931** – Requested Mentor Status. **Approved 12/8.** Co-training with Candidates is on hold until the new Mentor requirements have been finalized.
- **Instructor Candidate #0521##** - Instructor Certification. Completed solo review with Instructor #465 on 12/14 & 12/15/2021. Received average 87% PPT and 97% Physical Skills. Requested C-level Agency Instructor. **Approved 12/21**
- **Instructor Candidate #0721##** - Instructor Certification. Completed solo review with Instructor #071253 on 11/30 & 12/1/2021. Received average 89.5% PPT and 100% Physical skills. Requesting C-level Agency Instructor. **Approved 12/7**
- **Instructor Candidate #0721##** – Instructor Certification. Completed solo review with Instructor #340 on 12/16 & 12/17/2021. Received average 90% PPT and 100% Physical Skills. Requested C-level Agency Instructor. **Approved 12/21.**
- **Non-Instructional #072114-N** - Completed October Recertification with Instructor #167 on 1/4.
- **Non-Instructional #0514115** - Completed October Recertification with Instructor #011921 on 11/18.

- **Instructor Candidate #0921##** - Requested 90-day extension for Instructor Candidacy ending on 3/31/2022. Request was approved for 30-days. New end date is 4/30/2022. **Approved 12/20**
- **Instructor #032119** – Completed C-level Physical skills review with Instructor #111398. **Approved for C-level certification on 11/24**
- **Instructor #091405** – Completed solo review inter-rater reliability with Instructor #465 on 12/14 & 12/15/2021. **Approved as solo reviewer on 12/22**
- **Shangri-La** – Instructor #091405 requested an exception for a two person 1-day Recertification workshop. **Approved 12/7**
- **Instructor Candidate #0921##** - Requested Solo Review. Received 88%-Module 2, 88%-Module 4, 92%-Module 6, 90%-Module 8, 91%-MHD/ASD, and 70/71 physical skills with Instructor #041232 on 11/17 & 11/18/2021. Received 90%-Intro, 90%-Module 1, 90%-Module 3, 90%-Module 5, 90%-Module 7, with Instructor #51105 on 12/2 & 12/3/2021. **Approved 12/14**
- **Instructor Candidate #0721##** - Requested a 90-day extension for Instructor Candidacy ending on 1/31/2022. Request was approved for 60-days. New end date is 3/31/2021. **Approved 1/7**
- **Instructor Candidate #0721##** - Requested a 60-day extension for Instructor Candidacy ending on 1/31/2022. New end date is 3/31/2022. **Approved 1/10**
- **Bethesda Lutheran** – Instructor #051538 – Requested extension for one staff person for the physical skills review past required timeline due to Covid exposure. **Approved 1/12**

New Business:

- **Instructor #012108** – Introductions were made for Instructor #012108 as a new Steering Committee member representing Kids Residential.
- **Non-Instructional #357-N** – Modification Renewal
 Motion to approve modification for one year.
 Motion – Kevin Reilly
 Second – Scott Sleeman
 Unanimous
- **SB 710 PPIs for Children**
 The Committee discussed the physical skills techniques that would be appropriate for children, and at what age, due to requirements of SB 710. The discussion will continue at the February meeting. Julia DeViney offered to get advice from an Occupational Therapist.
- **PCL Test Data**
 - PCL gathered data in November and December on whether an arm limb control could be relabeled. The Committee discussed terms such as stabilization or deflection. Using the information that PCL provided, Scott Sleeman is in favor of creating an additional arm limb control. Jennifer Sandvig will work on creating

technique description with a video demonstration of the technique and send it out to the SC. The conversation will continue at the February meeting.

- **Biennial Co-training – Requirement for 2022**
The Steering Committee voted to keep the out-of-agency co-training requirement for Instructors that are due by April 30th 2022. Instructors have the option to formally request from the SC an extension on the requirement. Requests will be reviewed by the Executive Committee and extended to July 31st, 2022 if approved.
- **April Recertification 2022 – OIS Updates**
Due to the possibility of still being in a Covid spike, Scott is recommending that the OIS PPT updates will be held in April by Zoom with a couple of date options. A comprehensive test will be created. He also proposed that the physical skills review is moved to July. Master/Mentor Instructor workshop will be held in June. A revised certificate letter will be given to everyone that attends April Recertification and the regular certificate will be sent out after completion of the physical skills review in July.
Motion for April Recertification be held by Zoom for OIS updates and Physical Skills review be held in July. Instructors can formally request an extension for the out-of-agency co-training requirement.
Motion – Kevin Reilly
Second – Sarah Ramirez
Unanimous
- **Collaboration Between 24-hour Agencies –** In July 2021, SC approved collaboration between 24-hour agencies in order to hold workshops when needed. SC is revisiting July temporary ruling in January.
The Committee agreed to approve collaboration between 24-hour agencies until further notice.
- **Instructor #072021 –** Instructor resignation as of 12/13/2021
The OIS-SC acknowledges the resignation.
- **Instructor #429 –** Instructor resignation as of 12/3/2021
The OIS-SC acknowledges the resignation.
- **Instructor Candidate #0921## -** Candidate is no longer with Agency as of 12/31/2021
- **Instructor #117 –** Instructor resignation as of 1/11/2022
The OIS-SC acknowledges the resignation.
- **February 2022 SC Meeting –** Scheduling for February 15th
- **Master/Mentor Workshops 2022 –** Due to Covid spikes, the previously scheduled workshops were cancelled and new dates are being established for June 2022.
- **SB710 – Required training hours for Instructors**
Instructors that teach workshops for staff working with children are now required to have 12 training hours every two years per SB710. OIS Instructors will receive 8 of the 12 hours for attending April Recertification. OIS will create additional opportunities to receive additional training hours.

- Instructor Candidate Applications**

Scott Sleeman requested that standards are set by the SC for Instructor Candidate application approvals. The Committee will discuss standards at the February meeting.

Future Modification Renewals:

Agency	Instructor	Initial	Renewal Date
Southern Oregon Aspire	SC #357-N	K	1/19/2022
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

October 2021 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
741	738	741	292	299	290	45	45	197	200

2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
289	293	291	228	266	265	205	38	166	74

BH	C
195	200

G	C
41	49

Recertified	Newly Certified
346	419

November 2021 PPIs Taught

RM	LC	BS	1P1A	1P2A	1P1 OR 2 AE	LBM	2P LBM	1P1AIPS	1P2PS
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584	584	584	154	151	136	36	22	91	98
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2PS	2PE	2PSC	3PSCL	2PW	2PSW	3PSE	2PLC	BAP	WC
162	162	162	109	139	135	118	6	121	33

BH	C
68	84

G	C
37	45

Recertified	Newly Certified
276	234

Next Meetings:

February 15, 2022

March 15, 2022 – full day

May 17th, 2022