Advisory Council on Quality (ACQ) Policy and Quality (P&Q) Subcommittee Meeting Summary
10/14/2026, 1:00 – 3:00 PM

Co-Chair: Elana Gonzales (Developmental Disabilities Supports Division, DDSD)

Attendees: Tonya Abernathy (PMS Project Shield) (Familia Services), Kathy Briseno (DTS), Johanna Corral (CNRAG), Cassandra DeCamp (UNM CDD), Althea Denet-Davis, Cristalina Ford (CNRAG), Amy Goodner (Parents Reaching Out), Clara Hargrave, Christina Hill (DDSD), Elaine Hill (DDSD), Jennifer Hollins, Elisheva Levin, Meggin Lorino (ADDCP), Melissa McBride (DDSD), Kate Nash (BCBS), Tracy Perry (Direct Therapy Services), Mat Poel, Angelique Tafoya (Alta Mira NM), Frank Villegas (GRU Inc.)

---

1. **Introduction: Elana Gonzales**
    - Attendee introductions
    - Overview of subcommittee purpose

2. **Post-Mortality Safety Settings Check Policy & Forms: Elana Gonzales**
        - Drafts for Review (3 documents attached to meeting invitation):
            - Draft: Post-Mortality Safety Settings Check Policy 10/14/26
            - Draft: Post-Mortality Settings Safety Check Form 10/14/26
            - Draft: Post-Mortality Settings Safety Check Waiver Form 10/14/26
                - Written comment will be considered on the drafts until 10/21/26 EOB. Comments can be sent to Elana Gonzales, DDSD Research & Policy Analyst at elana.gonzales@hca.nm.gov .
        - Old Versions, for context (3 documents, attached to meeting invitation):
            - Previous Post-Mortality Safety Settings Check Policy 1/11/23
            - Previous Post-Mortality Safety Settings Check Policy Form 11/17/17
            - Previous Post-Mortality Safety Settings Check Policy Waiver Form 8/2/24
    - Discussion, Q & A:
        - Clarification of the three-business-day timeline for completing the Post-Mortality Settings Safety Check and its relationship to Mortality Review processes.

- Discussion of incorporating trauma-informed language and practices into the policy, related forms, and visits with families and people receiving services.
- Clarification that the safety check is intended to assess the health and safety of other people receiving services who remain in the same residential setting following a death. This typically applies to Developmental Disabilities (DD) Waiver Supported Living settings and may occasionally apply to DD Waiver Family Living or Mi Via In-Home Living Supports (IHLS) settings. The safety check is only required in residential settings where more than one person receives services.

Policy & Quality Discussion: Elana Gonzales

- Discussion questions asked to the subcommittee included:
  - What is working with this subcommittee and what is not working?
  - How can we improve stakeholder feedback?
  - What policy/quality discussion topics would you like to see on next month's agenda? On future agendas in general?
- Discussion, Q & A:
  - Discussed developing informed recommendations and receiving information about upcoming DDSD policy initiatives early enough to provide meaningful feedback. Clarification was provided that the *Policy Development and Implementation Process* outlines the criteria for bringing policies before the sub-committee, the frequency of policy review, and the process for submitting recommendations to DDSD leadership.
  - Suggestion to provide crosswalk documents comparing existing policies with proposed revisions to support more informed review and feedback. Clarification provided that a verbal crosswalk would be provided for some documents and written may be possible for others.
  - Request for further discussion of the two-business-day documentation requirement outlined in the *Service Delivery Documentation Technical Assistance Guide*. It was shared that DDSD is not opening this document to the committee for edits at this time; however, option was suggested to members to submit written recommendations to DDSD leadership regarding potential changes or clarifications to the requirement.

3. **Wrap-up: Elana Gonzales**
   - The next regularly scheduled sub-committee meeting will take place on Wednesday, 12/9/26 from 1:00-3:00 pm.
   - Discussion around possible date change to make sure the subcommittee meets

bi-monthly the Wednesday before the ACQ Executive Committee meeting.