# **California Department of Rehabilitation (DOR), Traumatic Brain Injury (TBI) Advisory Board Sub-Committees**

# Meeting Minutes

# May 6, 2022

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 9:07 a.m. on March 6, 2022, via virtual meeting by Susan Hansen.

**DOR Updates (provided at all meetings) – Megan Sampson and Ana Acton**

Home and Community Based Services (HCBS) Funding

* HCBS Spending Plan Fund application for $5M was approved in January. Purpose is to increase services in unserved/underserved areas.
* HCBS includes full-time position to administer the HCBS program
* Seven sites, including the State grantees and Southern Calfironia Resource Services for Independent Living have been awarded contracts effective 4/1/22. Mercy and Freed are currently negotiating their contracts.
* Request for Interest will be advertised to contract with three additional sites

Request for Application (RFA)

* Six grants were awarded effective April 1, 2022 (CCCIL, ILCSC, Jodi House, St. Jude, SDBIF, BIC)
* Grants are for 27 months, ending June 30, 2024
* Grants are $175,000 per year beginning July 1, 2022; with $87,500 for April 1, 2022 to June 30, 2022

Board Member Recruitment

* Member recommendations have been submitted for approval.

Survivor Committee

* Committee meets twice per month.
* First initiative is to create curriculum for a TBI Personal Support Specialist (PSS). PSSs are Medicaid and medi-cal eligible.
* Committee discusses what they wish they had known when they were first diagnosed with a TBI from a survivor’s perspective.

Supplemental Public Health Workforce Funding (PHWF)

* The six grantee sites will hire a TBI survivor to assist with developing the PSS curriculum.
* Funding will be provided via a negotiated contract.

ACL 2018-2022 Update

* TBI Advisory Board requirement met
* Needs Assessment requirement (develop a needs assessment) met; outcomes to be added to State Plan
* Registry requirement met (anticipated outcome: a plan for creating a statewide TBI registry. California will work with mentor states to develop best practices to ensure individual privacy and confidentiality). Ensure info is in State Plan
* Sustainable funding met (identify one or more funding mechanisms to support locally based services); already in State Plan
* Create a State Plan - created for conditional Board approval in April

California’s May budget revise is due May 13, 2022

DOR has submitted two Budget Change Proposals

* Pathways to Success Program, received a 5-year federal grant for 18.3 million dollars to increase competitive, integrated and employment outcomes and economic self-sufficiency, independence and inclusion through unique service delivery model that support sector specific teams at DOR specializing in jobs.
* Opioid Settlement is a partnership with the Department of Healthcare Services to support individuals with a substance abuse disorder to be able to become employed. This is a pilot program integrating employment in recovery programs.

California Hiring Playbook

* Partnering with the California Health and Human Services Agency to develop a hiring playbook for hiring people with disabilities.

DOR’s Chief Deputy Director, Andi Mudryk

* Appointed to the Sacramento Superior Court by Governor Gavin Newsom.
* The vacancy will be filled with a Governor appointee and Senate confirmed.

Kim Rutledge is new at DOR, Legislation and Communications

**TBI State Plan Committee**

Meeting was called to order at 9:07 a.m. by Susan Hansen, Committee Lead.

**Committee Business – Susan Hansen**

**\*Members Present**

Susan Hansen – Committee Lead, Marriage and Family Therapist and TBI Caregiver

Dr. Henry Huie, Santa Clara Valley Medical Chief of Brain Rehabilitation

Dr. Charles Degeneffe, San Diego State University

**\*Members Not Present**

Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

Dr. Steve Chan, Physical Medicine and Rehabilitation at Kaiser Permanente

**\*DOR Staff Present**

Ana Acton, Deputy Director

Megan Sampson, DOR Independent Living and Assistive Technology Section (ILATS) Chief and TBI Survivor

Tanya Thee, DOR TBI Grant Administrator

Brandi Bluel, DOR TBI Associate Governmental Program Analyst

**\*Public Present**

Christie Taylor, TBI Survivor

Dan Clark, TBI Advocate

Heidi Frye, ABI Survivor

Kate Bjerke, DOR

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 2022 were postponed to the June 2022 meeting.

The approval of the meeting minutes for March 11, 2022 were postponed to the June 2022 meeting.

**\*Committee Activity Tracker**

Action items were reviewed by the Committee and status updates were provided, the activity tracker can be referenced in a separate document.

**ACL Grant**

This agenda item was rolled into the State Plan agenda item

**\*Committee Timeline**

* May
	+ Final edits from beginning to end
	+ Present to Board for 'conditional approval’
* June
	+ Present to committee meetings for FINAL edit suggestions
	+ FINAL, FINAL, FINAL edits
* July
	+ Final Board approval
	+ Due to ACL by 7/30/21

**Development of the State Plan – Susan Hansen**

Grant requirements – develop a state plan that will be revised annually

* Edits were made to the current draft, the plan draft can be referenced in a separate document

**Future of the State Plan Committee**

* Meet twice a year (November and May) to update plan
* Submit plan for Board approval in June of each year.
* Submit revised plan to ACL each grant year ending July 31st.

**TBI Board Meeting May 23, 2022 – Susan Hansen**

* Committee Updates
* State Plan conditional approval

**Next Steps and Action Items – Tanya Thee**

* DOR will have TARC review the State Plan after the May Board meeting
* DOR will send the current plan version to members by 5/17/22
* Susan and Brandi will add consumer quotes and photos by 5/16/22
* Chuck with finalize the ‘Needs Assessment’ section after the final report is received from HARC

**Future Meeting Dates**

* TBI Board Meeting – May 23, 2022
* TBI Board Committees – June 14, 2022

**Public Comment - None**

**Adjournment**

The meeting adjournment was motioned by Dr. Henry Huie and second by Susan Hansen at 10:22 a.m.

**TBI Needs Assessment Committee**

Meeting was called to order at 10:49 a.m. by Dr. Charles Degeneffe, Committee Lead

**Committee Business – Dr. Charles Degeneffe**

**\*Members Present**

Dr. Charles Degeneffe, San Diego State University

Susan Hansen, Marriage and Family Therapist and TBI Caregiver

**\*Members Not Present**

Todd Higgins, Disability Rights California and TBI Survivor

Eric Williams, TBI Survivor

**\*DOR Staff Present**

Megan Sampson, DOR Independent Living and Assistive Technology Section (ILATS) Chief and TBI Survivor

Tanya Thee, DOR TBI Grant Administrator

Brandi Bluel, DOR TBI Associate Governmental Program Analyst

**\*Public Present**

Christie Taylor, TBI Survivor

Dan Clark, TBI Advocate

Daniel Polk, Health Assessment and Research for Communities (HARC)

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 2022 were postponed to the June 2022 meeting.

The approval of the meeting minutes for March 11, 2022 were postponed to the June 2022 meeting.

**\*Committee Activity Tracker**

Action items were reviewed by the Committee and status updates were provided, the activity tracker can be referenced in a separate document.

**TBI State Plan – Susan Hansen and Dr. Charles Degeneffe**

* Continued editing the state plan

**ACL Grant – Tanya Thee**

**\*Committee Timeline**

* May
	+ HARC update at committee meeting
	+ HARC present to the Board
* June
	+ Now what?

**Needs Assessment Partnership with Health Assessment Research for Communities (HARC) – Daniel Polk (HARC)**

* 49 individuals have participated in the initial interviews
	+ 25 TBI Survivors
	+ 12 Caregivers
	+ 12 TBI Professionals
* 277 individuals have participated in the survey
	+ 135 TBI Survivors
	+ 53 Caregivers
	+ 79 TBI Professionals
* Draft report will be provided to DOR by May 15, 2022
* Final report will be completed by May 31, 2022

**TBI Board Meeting May 23, 2022 – Dr. Charles Degeneffe**

* Committee updates
* HARC update

**Next Steps and Action Items – Tanya Thee**

* All action items will be emailed to the committee members upon adjournment of the meeting
* DOR will complete today’s meeting minutes and distribute by 3/18/22
* DOR will forward HARC update emails weekly
* DOR will invite HARC to attend the May Board meeting
* HARC will send the ‘Needs Assessment’ draft to DOR by 5/15/22
* DOR will send edits/comments to HARC by 5/20/22
* HARC will send the final ‘Needs Assessment’ to DOR by 5/31/22

**Public Comments – None**

**Adjournment**

The meeting adjournment was motioned by Susan Hansen and second by Dr. Charles Degeneffe at 12:11 p.m.

**TBI Registry Committee**

Meeting was called to order at 1:21 p.m. by Daniel Ignacio, Committee Lead.

**Committee Business – Daniel Ignacio**

**\*Members Present**

Daniel Ignacio, St. Jude Brain Injury Network and TBI Survivor

Dr. Henry Huie, Santa Clara Valley Medical Center Chief of Brain Injury Rehabilitation

**\*Members Not Present**

Dr. Steven Chan, Physical Medicine and Rehabilitation at Kaiser Permanente

Eric Williams, TBI Survivor

Dr. Katie Shinoda, Mercy General Hospital

**\*DOR Staff Present**

Megan Sampson, DOR Independent Living and Assistive Technology Section (ILATS) Chief and TBI Survivor

Tanya Thee, DOR TBI Grant Administrator

Brandi Bluel, DOR TBI Associate Governmental Program Analyst

**\*Public Present**

Christie Taylor, TBI Survivor

Dan Clark, TBI Advocate

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 2022, were postponed to the June 2022 meeting.

The approval of the meeting minutes for March 11, 2022, were postponed to the June 2022 meeting.

**\*Committee Activity Tracker**

Action items were reviewed by the Committee and status updates were provided, the activity tracker can be referenced in a separate document.

**TBI State Plan – Dr. Henry Huie**

* Continued editing the state plan for submission to the Board on May 23, 2022.
* Will add additional data to the Registry section.

**CalSpeaks Survey – Daniel Ignacio and Megan Sampson**

* Total of 18 question
* Survey began at the end of April 2022
* In the process of completing the IRB (intuitional review board) process.

**OSHPD Data Request – Daniel Ignacio and Megan Sampson**

Must do a BUCP to obtain data as two prior methods were denied by OSHPD

* We have 2016-2020 data that was obtained from Dr. Stewart
* BUCP is in process with DOR and OSHPD takes 90 days from submission
* Model data sets for 2015-2019
	+ Patient Discharge Data
	+ Emergency Department Data
	+ Ambulatory Surgery Data
	+ Patient Origin/Market Share Data
	+ AHRA Prevention Quality Indicator Data

**Kaiser Data Collection – Dr. Steven Chan**

## This agenda item was postponed.

**CATBI Proposal – Daniel Ignacio**

Packets were distributed to Board members.

**ACL Grant – Tanya Thee**

Review 4th year goals for the registry - guide the development of a statewide TBI registry.

**Registry Development – Daniel Ignacio**

* The intent is to use the CalSpeaks, OSHPD and CATBI data in the registry
* What is our back-up plan if we do not receive data in time from CalSpeaks and OSHPD
	+ 16-18 OSHPD aggregate data (16-20 may be available)
	+ Trauma registry data sheets
	+ Mayo-Portland data from sites

**TBI Board Meeting May 23, 2022 – Daniel Ignacio**

* Committee update
* Data collection
	+ OSHPD
	+ CalSpeaks
	+ CATBI proposal (Mayo-Portland Adaptability Inventory-4, CIQ Report and Glasgow Scale)
* CDC Core Sipp

**Next Steps and Action Items – Tanya Thee**

* All action items will be emailed to the committee members upon adjournment of the meeting
* DOR will complete today’s meeting minutes and distribute by 3/16/22

**Public Comments – None**

**Adjournment**

The meeting adjournment was motioned by Henry Huie and second by Daniel Ignacio at 2:31 p.m.

**TBI Sustainable Funding Committee**

Meeting was canceled due to lack of Committee Members.