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

# Meeting Minutes

# June 14, 2022

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 9:01 a.m. on June 14, 2022, via virtual meeting by Susan Hansen.

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

Assistive Technology (AT) survey was released. Please respond and forward to any person in California. It will help inform the State Plan for AT, which is due July 1, 2022.

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, which should be released this week
* Request for Interest Intent to Award was posted on 6/10/22: Disability Resources Agency for Independent Living (DRAIL), Resources for Independence Central Valley (RICV) and Rolling Start, Inc. (RSI) with effective dates of 7/1/22
* Maybe: funding discussions may happen due to underbudgeting. More to come.

Board Member Recruitment

* 10 new Board members were appointed effective 6/1/22: Kristi Kathleen Warren, Philip Subia, Natalie Lebeck, Vincent Martinez, Michael Roscoe, Eric Johnson, Heidi Frye, Theresa Marie Woo, Robert Medel, Randall Dining
* DOR would like to host on introduction to the Board
* Set up “buddy system”
* First official meeting will be TBI Board Meeting on 7/18

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.
* Please submit a budget and narrative so we can award to each site.
* $73,350 available for all sites ($12,225.00 each)

**TBI State Plan Committee**

Meeting was called to order at 9:01 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

Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

**\*Members Not Present**

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

**\*DOR Staff Present**

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

Tanya Thee, DOR TBI Grant Administrator

William Blalock-Tovar, Assistant to ILATS Chief

**\*Public Present**

Dan Clark, TBI Advocate

Heidi Frye, TBI Board Member and ABI Survivor

Kate Bjerke, DOR

Kristie Warren, TBI Board Member and TBI Survivor

Michael Roscoe, TBI Board Member and TBI Survivor

Phil Subia, TBI Board Member and TBI Survivor

Theresa Woo, TBI Board Member and Family of a TBI Survivor

Meredith Murray, TBI Survivor

Vincent Martinez, TBI Board Member and Family of a TBI Survivor

**\*Approval of Meeting Minutes**

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

The approval of the meeting minutes for March 11, 2022 were motioned by Dr. Henry Huie and second by Dr. Charles Degeneffe. Minutes were approved by members Hansen, Huie and Degeneffe.

The approval of the meeting minutes for May 6, 2022 were motioned by Dr. Henry Huie and second by Dr. Charles Degeneffe. Minutes were approved by members Hansen, Huie and Degeneffe.

**\*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.

**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 July 18, 2022 – Susan Hansen**

* Committee Updates
* State Plan final approval

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

* DOR is having TARC review the State Plan
* DOR will send the current plan version to members by 7/1/22
* DOR will share the list of TBI sites that are funded by DOR by 6/17/22
* DOR will look into a recording of HARC’s presentation at the Board meeting by 6/17/22
* All action items and meeting minutes will be emailed to the committee members upon adjournment of the meeting

**Future Meeting Dates**

* TBI Board Committees – July 12, 2022
* TBI Board Meeting – July 18, 2022

**Public Comment - None**

**Adjournment**

The meeting adjournment was motioned by Dr. Charles Degeneffe and second by Dr. Henry Huie at 10:19 a.m.

**TBI Needs Assessment Committee**

Meeting was called to order at 10:52 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

Eric Williams, TBI Survivor

**\*Members Not Present**

Todd Higgins, Disability Rights California and 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

William Blalock-Tovar, Assistant to ILATS Chief

**\*Public Present**

Dan Clark, TBI Advocate

Heidi Frye, TBI Board Member and ABI Survivor

Michael Roscoe, TBI Board Member and TBI Survivor

Theresa Woo, TBI Board Member and Family of a TBI Survivor

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 2022 were motioned by Susan Hansen and second by Eric Williams. Minutes were approved by members Hansen, Williams and Degeneffe.

The approval of the meeting minutes for March 11, 2022 were motioned by Susan Hansen and second by Eric Williams. Minutes were approved by members Hansen, Williams and Degeneffe.

The approval of the meeting minutes for May 6, 2022 were motioned by Eric Williams and second by Susan Hansen. Minutes were approved by members Hansen, Williams and Degeneffe.

**\*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

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

* DOR has received the final report from HARC and parts have been added to the State Plan

**TBI Board Meeting July 18, 2022 – Dr. Charles Degeneffe**

* Committee updates

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

* All action items and meeting minutes will be emailed to the committee members upon adjournment of the meeting

**Public Comments – None**

**Adjournment**

The meeting adjournment was motioned by Susan Hansen and second by Eric Williams at 11:53 a.m.

**TBI Registry Committee**

Meeting was called to order at 1:07 p.m. by Daniel Ignacio, Committee Lead.

**Committee Business – Daniel Ignacio**

**\*Members Present**

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

Eric Williams, TBI Survivor

Dr. Katie Shinoda, Mercy General Hospital

**\*Members Not Present**

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

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

**\*DOR Staff Present**

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

Tanya Thee, DOR TBI Grant Administrator

William Blalock-Tovar, Assistant to ILATS Chief

**\*Public Present**

Dan Clark, TBI Advocate

Michael Roscoe, TBI Board Member and TBI Survivor

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 2022 were motioned by Dr. Katie Shinoda and second by Eric Williams. Minutes were approved by members Ignacio, Williams and Shinoda.

The approval of the meeting minutes for March 11, 2022 were motioned by Dr. Katie Shinoda and second by Eric Williams. Minutes were approved by members Ignacio, Williams and Shinoda.

The approval of the meeting minutes for May 6, 2022, were postponed to the July 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**

* Do a final read through and add hyper-links
* Summarize the needs assessment information rather than data

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

* Total of 24 questions
* Survey began at the end of April 2022
* Expected to be completed in June 2022

**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**

New TBI sites will be trained to complete the assessment packets.

**TBI Board Meeting July 18, 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 and meeting minutes will be emailed to the committee members upon adjournment of the meeting

**Public Comments – None**

**Adjournment**

The meeting adjournment was motioned by Dr. Katie Shinoda and second by Eric Williams at 2:15 p.m.

**TBI Sustainable Funding Committee**

Meeting was called to order at 2:58 p.m. by Daniel Ignacio, Committee Lead.

**Committee Business – Daniel Ignacio**

**\*Members Present**

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

Dr. Katie Shinoda, Mercy General Hospital

Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

**\*Members Not Present**

Todd Higgins, Disability Rights California and 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

William Blalock-Tovar, Assistant to ILATS Chief

**\*Public Present**

Dan Clark, TBI Advocate

Michael Roscoe, TBI Board Member and TBI Survivor

**\*Approval of Meeting Minutes**

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

The approval of the meeting minutes for March 11, 2022 were motioned by Dr. Katie Shinoda and second by Lili Whittaker. Minutes were approved by members Ignacio, Whittaker and Shinoda.

**\*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 – Lili Whittaker**

* Do a final read through and add hyper-links
* Summarize the needs assessment information rather than data

**Budget Change Proposal – Megan Sampson**

Potential Proposal

* Additional staff, sites and funding
* Approximately six months to prepare the proposal
* There are community partners that can support the idea

**TBI Board Meeting July 18, 2022 – Daniel Ignacio**

* Committee update

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

* All action items and meeting minutes will be emailed to the committee members upon adjournment of the meeting

**Public Comments – None**

**Adjournment**

The meeting adjournment was motioned by Dr. Katie Shinoda and second by Daniel Ignacio at 4:05 p.m.