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

# Meeting Minutes

# July 12, 2022

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 9:08 a.m. on July 12, 2022, via virtual meeting by Susan Hansen.

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

ILATS Staffing

* IL SSA/AGPA (Phi Phi Phan) – being advertised
* CPUC SSA (new) – reviewing applications
* TBI HCBS LT AGPA (new) – interviews are concluded
* AT AGPA (Karl Ortega) – will be advertised soon
* IL SSM I (Jocelyne O’Toole) – will be advertised soon
* ILATS OT (George Moultrie) – will be advertised soon
* Kritika Devi – ILCAD AGPA (new staff)

Assistive Technology (AT) State Plan was submitted 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 a full-time position to administer the HCBS program, interviews were just concluded last 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

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 will be holding an onboarding meeting on 7/14 from 9-12, all Board members – new and existing – are encouraged to attend
* Set up “buddy system”, this will be done at the onboarding meeting
* 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.
* $73,350 available for all sites ($12,225.00 each)
* The six grantee sites will hire a TBI survivor to assist with developing the PSS curriculum.
* A Scope of Work will be sent to the sites by 7/22/22
* Anticipated effective date will be October 1, 2022

Bagley-Keene

The Governor signed Senate Bill 189 on June 30, 2022 to immediately provide flexibilities enabling public agencies to meet remotely during the COVID-19 emergency. The pandemic related changes to the Bagley-Keene Act will remain in effect until July 1, 2023:

* State bodies may continue to hold meetings via teleconferencing and allow members of the public to observe and address the meeting telephonically or otherwise electronically
* State bodies are not required to identify the teleconference location from which a member will be participating in a public meeting or proceeding in the notice and agenda of the public meeting or proceeding.
* Agendas are not required to be posted at all teleconference locations.
* Teleconference locations are not required to be accessible to the public.
* It is not required that at least one member of the state body be physically present at the location specified in the notice of the meeting.
* State bodies holding meetings via teleconferencing are required to implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with a disability, consistent with the federal Americans with Disabilities Act of 1990, and resolving any doubt whatsoever in favor of accessibility.
* State bodies holding meetings via teleconferencing are required to advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment.

The Office of Legislation and Communications will continue to monitor legislative and executive activity pertaining to the Bagley-Keene Act and DOR will keep you updated on any changes.

**TBI State Plan Committee**

Meeting was called to order at 9:08 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**

Dr. Steve Chan, Physical Medicine and Rehabilitation at Kaiser

Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

Permanente

**\*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 Grant Administrator

William Blalock-Tovar, Assistant to ILATS Chief

Kritika Devi, ILCAD Analyst

**\*Public Present**

Dan Clark, TBI Advocate

Heidi Frye, TBI Board Member and ABI Survivor

Michael Roscoe, TBI Board Member and TBI Survivor

Phil Subia, TBI Board Member and TBI Survivor

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

Randy Dinning, TBI Board Member and Ombudsman

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for February 8, 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 June 14, 2022 were motioned by Dr. Henry Huie and second by Dr. Charles Degeneffe. Minutes were approved by members Hansen, Huie and Degeneffe.

**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 final plan to all Board members for approval
* All action items and meeting minutes will be emailed to the committee members upon adjournment of the meeting

**Future Meeting Dates**

* TBI Board Meeting – July 18, 2022
* TBI Board Committees – September 13, 2022

**Public Comment - None**

**Adjournment**

The meeting adjournment was motioned by Dr. Henry Huie and second by Dr. Charles Degeneffe at 10:03 a.m.

**TBI Needs Assessment Committee**

Meeting was called to order at 10:46 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

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

Kritika Devi, ILCAD Analyst

**\*Public Present**

Dan Clark, TBI Advocate

Michael Roscoe, TBI Board Member and TBI Survivor

Phil Subia, TBI Board Member and TBI Survivor

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

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for July 12, 2022 were motioned by Susan Hansen and second by Eric Williams. Minutes were approved by members Hansen, Williams, Higgins and Degeneffe.

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

* Final review of the state plan
* Submitting for Board approval at the July 18, 2022 meeting
* State Plan committee will meet twice a year moving forward

**Needs Assessment Partnership with Health Assessment Research for Communities (HARC) – Dr. Charles Degeneffe**

* Discussion of final needs assessment findings
* Possible funding for another needs assessment in the future
* Using Survey Monkey to develop an ongoing needs assessment

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

* Committee update
* HARC final report
* Next needs assessment (funding, scope, methodology)

**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**

Michael Roscoe –Social Security disability, where that are multiple less significant injuries are compacted in regards to stability and getting care. Current guidelines for Social Security need to be updated or provide streamlined resources.

**Adjournment**

The meeting adjournment was motioned by Todd Higgins and second by Susan Hanse at 11:45 a.m.

**TBI Registry Committee**

Meeting was called to order at 1:07 p.m. by Megan Sampson, ILATS Chief

**Committee Business – Megan Sampson**

**\*Members Present**

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

Eric Williams, 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

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 Grant Administrator

William Blalock-Tovar, Assistant to ILATS Chief

Kritika Devi, ILCAD Analyst

**\*Public Present**

Dan Clark, TBI Advocate

Michael Roscoe, TBI Board Member and TBI Survivor

Phil Subia, TBI Board Member and TBI Survivor

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

Randy Dinning, TBI Board Member and Ombudsman

**\*Approval of Meeting Minutes**

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

The approval of the meeting minutes for June 14, 2022 were postponed to the July 2022 Board 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**

* Final review of the state plan
* Submitting for Board approval at the July 18, 2022 meeting
* State Plan committee will meet twice a year moving forward

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

* Total of 24 questions
* Got preliminary data in June, don’t have mail-in responses coded yet and not weighted but will be completed and send to us by mid-July

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

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

* BUCP is with the legal department at DOR
* We have 18-19 data that was obtained from Dr. Stewart
* Data will be used to contrast community prevalence data to the medical incidence data

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

## This agenda item was postponed.

**CATBI Proposal – Daniel Ignacio**

* New names are: Consumer Assessment Packet (CAP) and the Consumer Assessment Tool (CAT)
* Review the data collection project with CATBI
* New TBI sites will be trained to complete the assessment packets (maybe August)
* Transparency with the program by sharing reporting analytics with the public

**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. Henry Huie and second by Daniel Ignacio at 2:30 p.m.

**TBI Sustainable Funding Committee**

Meeting was canceled.