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

# Meeting Minutes

# November 8, 2022

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 11:11 a.m. on November 8, 2022, via virtual meeting by Tanya 1Thee.

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

ILATS Staffing

* TBI AGPA (Brandi Bluel) – preparing to post announcement
* AT AGPA (Karl Ortega) – re-advertising
* IL SSM I (Jocelyne O’Toole) – ready to present an offer
* ILATS OT (George Moultrie) – reviewing applications
* Community Living Funds AGPA – will be recruiting soon

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 by providing additional funding to existing sites and provide funding to six new sites.
* All contracts have been executed and programs are submitting invoices.
* All expenses must be incurred by January 31, 2024.

ILATS Program Updates

* Independent Living - New fiscal year just started for IL

**Data Analytics Committee**

Meeting was canceled due to attendance.

**Education and Public Outreach Committee**

Meeting was called to order at 11:11 a.m. by Tanya Thee, TBI Program Administrator

**Committee Business – Tanya Thee**

**\*Members Present**

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

Randy Dinning, Regional Ombudsman

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

Vincent Martinez, Family of a TBI Survivor

Heidi Frye, Independent Living Center of Kern County and TBI Survivor

Theresa Woo, Department of Rehabilitation and Family of a TBI Survivor

**\*Members Not Present**

Susan Hansen, Marriage and Family Therapist and TBI Caregiver

Erin Johnson, TBI Survivor

**\*DOR Staff Present**

Tanya Thee, DOR TBI Program Administrator

Megan Sampson, DOR ILATS Chief

Angela Stevens, DOR TBI Program Administrator

**\*Public Present**

Dan Clark, TBI Advocate

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for October 11, 2022 were motioned by Dr. Steven Chan and second by Dr. Henry Huie. Minutes were approved by members Huie, Chan, Diggins and Martinez.

**\*New Committee Lead**

Randy Dinning has volunteered to lead the EPOC.

**Committee Objectives Overview – Tanya Thee**

Objective: Provide culturally competent resources to entities that intersect with homeless and domestic violence populations AND Identify options for long term funding.

Outcome: Establish and promote plain language materials about TBI for public education through the TBI Survivor Committee AND Create data informed education and training leading to expanded services and supports for TBI survivors.

Product: Education and training materials for medical, rehabilitation, and community support professionals about the needs of TBI survivors and their families.

Logic Model (defines common goals, objectives, and shared ‘why’)

* Determine problem statement - updated
	+ There is a lack of awareness of education materials available for survivors and organizations that currently or may intersect with the TBI Community
	+ The existing educational resources are challenging to disseminate to the appropriate stakeholders.
	+ Resources are not linguistically or culturally accessible.
* Develop a goal statement
* Identify external factors
* Make assumptions
* Identify resources
* Project outcomes
* Identify activities

**Future Meeting Dates**

* TBI Board Meeting – January 23, 2023
* TBI Board Committees – January 10, 2023

**Public Comment - None**

**Adjournment**

The meeting adjournment was motioned by Heidi Frye and second by Theresa Woo at 12:30 p.m.

**Public Policy and Funding Committee**

Meeting was called to order at 2:03 p.m. by Tanya Thee, TBI Program Administrator

**Committee Business – Tanya Thee**

**\*Members Present**

Dr. Katie Shinoda, Mercy General Hospital

Eric Williams, TBI Survivor

Kristie Warren, TBI Survivor

**\*Members Not Present**

Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

Phil Subia, TBI Survivor

**\*DOR Staff Present**

Tanya Thee, DOR TBI Program Administrator

Angela Stevens, DOR TBI Program Administrator

Megan Sampson, DOR ILATS Chief

**\*Public Present**

Dan Clark, TBI Advocate

**\*Approval of Meeting Minutes**

The approval of the meeting minutes for October 11, 2022 were motioned by Kristie Warren and second by Dr. Katie Shinoda Minutes were approved by members Warren, Shinoda and Williams.

**\*New Committee Member**

Michael Roscoe will join the PPFC.

**\*New Committee Lead**

This decision was postponed until January 2023.

**Committee Objectives Overview – Tanya Thee**

Objective: Identify options for long term funding AND Utilize the TBI Needs Assessment and Registry to inform policy, education, and training statewide.

Outcome: Expands systems to support early identification, intervention, resource facilitation, and coordination for people with TBI AND Identify sustainable funding mechanisms to support locally based TBI services.

Product: A funding model proposal for TBI survivors to receive locally based services through the Department’s TBI sites AND Culturally competent and evidence-based policies, education, and training informed by data gathered in the Needs Assessment and Registry.

Logic Model (defines common goals, objectives, and shared ‘why’)

* Determine problem statements
	+ Expansion to 12 TBI sites is currently limited by HCBS federal funding (fully funds 6 TBI contracts and augments the 6 TBI Grants funded by the state) end-date of 1/31/24. TBI Grants (state funding) are scheduled to end June 30 2024, with a possible 1 or 2 year extension.
	+ What are sustainable funding sources and how do we connect the data to funding?
	+ What is the amount of funding needed to run a effective TBI Program?
* How to build a statewide TBI program model guided by data to optimize services, continuity, and consistency throughout the state?
* Develop goal statements
	+ Identify funding sources to create a funding proposal model so there is no lapse in funding for the current 12 TBI sites.
	+ Identify sustainable funding sources connecting the services and data from registry and needs assessment.
	+ Provide DOR with a specific recommendation for the amount of TBI site funding. (consider a healthcare economist or an actuary)
	+ Develop a conceptual model guided by data for TBI Site structure and services.
		- including: staff training, service provision requirements, certification, cultural and language barriers, consider waiver type services, ADHC, residential programs, behavioral management, population of TBI survivors, etc.
		- DOR leadership, TBI Programs, TBI Advisory Board make assumptions
* Identify External Factors
	+ Funds available from the state
	+ Competing legislative priorities
	+ Number of TBI survivors seeking services and supports
	+ Accessibility of services (location, rural, cultural/language)
	+ Communication between
* Make Assumptions
	+ If we have identified a logical sustainable funding source and advocate for the TBI Program, California will dedicate ongoing funds to providing needed services to survivors of TBI.
	+ We can find organizations that are able to provide the recommended services.
	+ Any recommendation made by the TBI Advisory Board will be accepted by DOR and the state legislature.
	+ Any model we create is a forward-thinking model. We can anticipate the needs of TBI survivors in California.
* Identify resources
	+ CATBI -12 TBI Sites
	+ Data and advocacy
	+ DOR leadership
	+ TBI Advisory Board
	+ HCAI- Data
	+ Trauma Registry Data
	+ IL Network
	+ DHCS
	+ TBI Survivors and lived experience
	+ NASHIA
	+ BIA Cal
	+ Other state advisory boards
	+ Authors of SB 870- Portantino/ Welk (extends age of disability from 18 to 22)
	+ Legislative champions
	+ Other state Departments (DHCS, DDS, DMH)
* Project outcomes
	+ Fewer TBI survivors in the criminal justice system.
* Identify activities

**Future Meeting Dates**

* TBI Board Meeting – January 23, 2023
* TBI Board Committees – January 10, 2023

**Public Comment - None**

**Adjournment**

The meeting adjournment was motioned by Kristie Warren and second by Dr. Katie Shinoda at 3:47 p.m.