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

# Meeting Minutes

# August 10, 2023

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 8:37 a.m. on August 10, 2023 by Matt Berube via virtual meeting.

**Data Analytics Committee**

Meeting was called to order at 8:37 a.m. by Matt Berube, TBI Program Administrator.

**Members Present (Quorum was not reached)**

* Dr. Charles Degeneffe, San Diego State University
* Todd Higgins, Disability Rights California and TBI Survivor

**Members Not Present**

* Robert Medel, TBI Survivor
* Dr. Daniel Ignacio, St. Jude Health and TBI Survivor
* Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

**DOR Staff Present**

* Regina Cademarti, Staff Services Manager
* Matthew Berube, DOR TBI Program Administrator
* Susan Neeley, Office Technician

**Public Present**

* Dan Clark, Community Advocate
* Dr. Katie Shinoda, Mercy General Hospital (Board member; address not added to notice)
* Brenda Plechaty, TBI Caregiver Support

**Approval of Meeting Minutes**

* The approval of the meeting minutes for June 8, 2023 was not conducted because of a lack of quorum; minutes will be approved at the next meeting, scheduled for September 14th.

**Committee Business**

* Matt reviewed the provisions of the Bagley-Keene Act.
* The DAC Mission Statement was read and reviewed.
  + “The mission of the Data Analytics Committee is to identify, collect, and analyze data on survivors of TBI in California to inform public awareness, policy, and service provision.

**Committee Projects**

* The “Reintegration” manuscript had been approved by the DAC at the June meeting
* Approval of the manuscript by the EPOC and PPFC will be added to the September agenda.
* Committee discussed creating a need Needs Assessment
  + Committee should have a better sampling than that of the previous Assessment.
  + DAC should make a recommendation to DOR to find funding for next Needs Assessment
  + Committee will create a proposal at the September DAC meeting and will present it to the full TBI Advisory Board at the October meeting.

Committee Comments

* Todd Higgins: CATBI sites’ packet data should be added to Needs Assessment.

Public Comments

* None.

**DOR Updates**

Matt provided DOR updates (DOR Updates provided at each Committee meeting)

* TBI/HCBS Staffing Updates

Independent Living and Assistive Technology Section (ILATS)

* ILATS Transitions:
  + On Leave - SSM II, ILATS Chief Megan Sampson
  + Appointment - SSM II (limited term), Regina Cademarti to Chief of ILATS
* **State Funded TBI Sites**
  + It is the DOR's intention to recompete the state funded grants for the six state-funded TBI sites. The sites would start service on July 1, 2024. This decision was based on stakeholder feedback.
* **HCBS Funded Sites**
  + In SFY 2021-22 DOR received $5 million in ARPA HCBS Spending Plan funding to expand the TBI Program to 12 sites through March 2024.
    - The HCBS Spending Plan funding expanded the capacity of existing TBI Program sites and funded six new TBI Program sites in underserved areas.
    - The HCBS end date was extended to June 2024. HCBS staff are meeting with the providers to amend their contracts for this timeframe.
* ⁠**TBI SPP Public Health Workforce**
  + ⁠In 2022, DOR was awarded $86,400 in ARPA funding to expand the public health workforce within the disability networks for TBI to contract with community-based organizations that serve people TBI to provide work experience for individuals with TBI.
  + Of the 4 providers (CCCIL, St. Jude, BIC and SDBIF) have accepted funding to provide paid work experience for an individual living with TBI to support public health activities related to COVID-19. The work experience will focus on providing peer support to individuals with TBI to equip them with the skills and supports needed to respond to the pandemic.

Board Comments: Todd Higgins ask for more details for the release of the RFA for CATBI sites 3-year grant.

Public Comments: None

**Future Meeting Dates**

* TBI Board Meeting – October 16th, 2023
* TBI Board Committees – September 14th, 2023
  + Committee comments
    - None
  + Public comments
    - None

**Adjournment**

The meeting ended at 9:30am.

**Education and Public Outreach Committee**

Meeting was called to order at 11:04 a.m. by Matt Berube, TBI Program Administrator

**Members Present (Quorum was met)**

* Randy Dinning (Lead), Regional Ombudsman
* Vincent Martinez, TBI Survivor
* Heidi Frye, Independent Living Center of Kern County and TBI Survivor
* Dr. Henry Huie, Santa Clara Valley Medical Chief of Brain Rehabilitation
* Theresa Woo, DOR

**Members Not Present**

**DOR Staff Present**

* Matthew Berube, DOR TBI Program Administrator
* Susan Neeley, Office Technician

**Public Present**

* Dan Clark, Community Advocate
* Brenda Plechaty, TBI Caregiver Support
* Dr. Steven Chan, Physical Medicine and Rehabilitation at Kaiser Permanente (Board member; address not listed in notice)
* Vivian Harvey
* Heather Fiore
* Doug Major
* Jamshid Ghajar, Jamaica Hospital-Cornell Trauma Center

**Committee Business**

**Approval of Meeting Minutes**

* The approval of the meeting minutes for June 8, 2023 was motioned by Vincent Martinez and seconded by Henry Huie. Minutes were approved by members Frye, Martinez, Dinning, and Huie.
* Updates provided by Matt regarding revised Bagley-Keene Act rules.

Committee comment

* Henry Huie commented that revised Bagley-Keene rules might make future meetings significantly more difficult for Board members.

Public comment

* None

**DOR Updates**

* Matt provided DOR updates (see above)

**Presentation**

* Doug Major, (neuro-therapist), and Dr. Jamshid Ghajar (chief of Neurosurgery at Jamaica Hospital-Cornell Trauma Center, clinical professor of Neurosurgery at Weill Cornell Medical College and president of the Brain Trauma Foundation) presented to the Committee on *Traumatic Brain Injury in Corrections*: *Applying New Neuroscience to the Diagnosis and Treatment*.

**TBI Resources List Discussion**

* Discussion of Resources List
* More assistance creating the form for the resources is necessary.
* Resources list will need staff (possibly DOR) to update resources list.
* Create a link to resources in DOR TBI webpage.
  + Committee comments
    - None
  + Public comments
    - None

**Future Meeting Dates**

* TBI Board Meeting – October 16th, 2023
* TBI Board Committees – September 14th, 2023

**Adjournment**

Motion for adjournment was made by Heidi Frye and seconded by Randy Dinning. Meeting ended at 12:56 pm.

**Public Policy and Funding Committee**

Meeting was called to order at 2:05 p.m. by Tanya Thee, TBI Program Administrator.

**Committee Business – Kristie Warren**

**Members Present (Quorum was met)**

* Dr. Katie Shinoda, Mercy General Hospital
* Eric Williams, TBI Survivor
* Kristie Warren, TBI Survivor

**Members Not Present**

* Erin Johnson, TBI Survivor
* Michael Roscoe, TBI Survivor

**DOR Staff Present**

* Matthew Berube, DOR TBI Grant Administrator
* Susan Neeley, Office Technician

**Public Present**

* Dan Clark, Community Advocate
* Brenda Plechaty, TBI Caregiver Support
* Doug Major
* Glenda Franco

**Approval of Meeting Minutes**

* The approval of the meeting minutes for June 8, 2023 was motioned by Kristie Warren, and seconded by Katie Shinoda. Minutes were approved by member Shinoda.
* Matt reviewed the updated Bagley-Keene Act rules, including modifications for remote locations.

**Committee Business**

* The PPFC Discussed a recommendation to present to the Department of Rehabilitation
* The PPFC will recommend continuing funding for California Traumatic Brain Injury sites.
* Funding recommendations were reviewed.
* The PPFC will consider drafting a letter to recommend increasing options for reasonable accommodations for Board members and attendees.
* The PPFC will consider creating a recommendation to expand W&I definition to include ABI, not just TBI.

Committee Comments: None

Public Comments: Dan Clark said DOR should release the RFA for California TBI sites as soon as possible.

**Future Meeting Dates**

* TBI Board Meeting – October 16th, 2023
* TBI Board Committees – September 14th, 2023
  + Committee comments
    - None
  + Public comments
    - None

**Adjournment**

A motion to adjourn was made by Eric Williams and seconded by Katie Shinoda. The meeting ended at 3:32pm.