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

# Meeting Minutes

# September 21, 2023

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 8:47 a.m. on September 21, 2023 by Matt Berube via virtual meeting.

**Data Analytics Committee**

Meeting was called to order at 8:47 a.m. by Matt Berube, TBI Program Administrator.

**Members Present (Quorum was met)**

* Dr. Charles Degeneffe, San Diego State University
* Todd Higgins, Disability Rights California and TBI Survivor
* Dr. Daniel Ignacio, St. Jude Health and TBI Survivor
* Lili Whittaker, Kensington Foundation and Mother of TBI Survivor

**Members Not Present**

* Robert Medel, TBI Survivor

**DOR Staff Present**

* Regina Cademarti, Staff Services Manager
* Tanya Thee, DOR TBI Program Administrator
* Matthew Berube, DOR TBI Program Administrator

**Public Present**

* Dan Clark, Community Advocate
* Brenda Plechaty, TBI Caregiver Support
* Meg S.
* Randy Dinning, Regional Ombudsman (EPOC member, attending DAC as a member of the public)

**Committee Business**

**Approval of Meeting Minutes**

The approval of the meeting minutes for June 8, 2023 was motioned by Charles Degeneffe and seconded by Lili Whittaker. Minutes were approved by members Degeneffe, Whittaker, and Ignacio

The approval of the meeting minutes for August 10, 2023 was motioned by Charles Degeneffe and seconded by Lili Whittaker. Minutes were approved by members Degeneffe, Whittaker, and Ignacio

* 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 steps for publication were described by Daniel Ignacio.
* Daniel Ignacio gave a brief overview of the manuscript content.
* Committee discussed creating an updated Needs Assessment
	+ Committee should have a better sampling than that of the previous Assessment.
	+ DOR will investigate funding for next Needs Assessment
	+ Committee will spend the majority of the October DAC meeting to create a proposal and present it to the full TBI Advisory Board at the October meeting.
	+ Per Daniel Ignacio: A second Needs Assessment should focus on caregivers as well, include CATBI sites, and separate TBI data on the basis of severity.

Committee Comments

* Todd Higgins: Requested an accessible version of the manuscript. Needs Assessment should be smaller, happen more frequently, and focus on different populations.

Public Comments

* Dan Clark said that CATBI sites should be used more as a resource for TBI information.

**DOR Updates**

Regina Cademarti provided DOR updates.

**Staffing**

* **ILATS Staffing**
	+ Effective September 1, 2023, Megan Sampson is no longer working at DOR. Regina Cademarti has been promoted to the Chief of the Independent Living and Assistive Technology Section
* **TBI Program**
	+ A total of 6 grantees provide state funded TBI services
	+ The contracts are scheduled to end on June 30, 2024
	+ A Request for Application is being developed for next year’s TBI contracts. The tentative RFA release date is November 17, 2023.
* **HCBS Funding**
	+ A total of 12 providers were awarded $4,669,140 in Home and Community Based Services general funds.
	+ As of May 2023, both Senate and Assembly voted to extend the timeline for all programs in the HCBS Spending Plan to the maximum time allowed by the federal government, providers were allowed to extend their HCBS services from January 31, 2024 to June 30, 2024.
	+ Providers are amending their contracts to end services on June 30, 2024.
	+ We are pushing for invoicing to ensure all funds are spent.
* **Public Health Workforce Funding**
	+ A total of four providers were awarded $18,337 a Public Health Workforce Contract
	+ Providers are Brain Injury Center of Ventura County, Central Coast Center for Independent Living, San Diego Brain Institute Foundation, and St. Jude
	+ Funding provides work experience including peer support to individuals with TBI
	+ 1 of the four contracts has been executed by DOR. The remaining 3 of the four contracts are still in process with DOR Contracts
* **Bagley Keene**
	+ On September 13, 2023 the Governor signed a budget trailer bill [SB 143 (Section 6)](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fleginfo.legislature.ca.gov%2Ffaces%2FbillTextClient.xhtml%3Fbill_id%3D202320240SB143&data=05%7C01%7CMatthew.Berube%40dor.ca.gov%7C1d063e5d0fec4f9320f308dbb9221058%7C19ed70549d9743c792b16781b6b95b68%7C0%7C0%7C638307328169764373%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=rWzGFZK3ljHr6lveauUzPZF0BaZ3%2BpOk%2Fi3yTV9pA5o%3D&reserved=0) that restores Government Code section 11133 effective September 13, 2023, to permit covered state bodies to again hold meetings with all members participating via teleconference without disclosing their locations or requiring public access to their locations through December 31, 2023.
* **Other Updates**
	+ Matt and Katie attended the 2023 NASHIA State of the States Conference in Minneapolis, MN.
	+ A total of 22 presentations were given.
	+ Matt has all presentations and will send out a list to members to see if they would like the PDF/PowerPoints sent to them.
	+ Survivor leadership and engagement discussion (Vincent Martinez)

Youth Leadership Forum for Students with Disabilities 2024 program is accepting applications for their July 2024 program.

Board Comments: None.

Public Comments: None.

**Future Meeting Dates**

* TBI Board Meeting – October 16th, 2023
* TBI Board Committees – October 12th, 2023
	+ Committee comments
		- None
	+ Public comments
		- A request was made to send out draft of Daniel Ignacio’s proposal draft summary.

**Adjournment**

Motion to adjourn made by Chuck Degeneffe; motion seconded by Lili Whittaker. The meeting ended at 10:30am.

**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
* Theresa Woo, CA Department of Rehabilitation

**Members Not Present**

* Dr. Henry Huie, Santa Clara Valley Medical Chief of Brain Rehabilitation
* Dr. Steven Chan, Physical Medicine and Rehabilitation at Kaiser Permanente

**DOR Staff Present**

* Matthew Berube, DOR TBI Program Administrator
* Tanya Thee, DOR TBI Program Administrator

**Public Present**

* Dan Clark, Community Advocate
* Brenda Plechaty, TBI Caregiver Support
* Glenda Franco
* Meg S.

**Committee Business**

**Approval of Meeting Minutes**

* The approval of the meeting minutes for June 8, 2023 was motioned by Theresa Woo and seconded by Heidi Frye. Minutes were approved by members Frye, Martinez, Dinning, and Woo.

**Approval of Community Reintegration Manuscript**

* The approval of Daniel Ignacio’s Community Reintegration manuscript was motioned by Vincent Martinez and seconded by Heidi Frye. Minutes were approved by members Frye, Martinez, Dinning, and Woo.
* Updates provided by Matt regarding revised Bagley-Keene Act rules.
* Matt updated the EPOC that the DAC will be begin their meeting 30 minutes early at 8am for the October 12th meeting.
	+ Committee comments
		- None
	+ Public comments
		- None

**DOR Updates**

* Matt provided DOR updates (see above)

**Committee Projects**

TBI Resources List Discussion

* Randy Dinning reviewed the ACL grant goals
* The EPOC reviewed the current list of TBI resources
* The EPOC will divide the list of resources into sections to distribute to and confirmed by EPOC members.
	+ Committee comments
		- October EPOC meeting should be streamlined to give enough time for the Committee to work on the resources list (e.g., dividing items into categories). The Committee might want to meet with a representative from 211 to hear how that organization maintains up-to-date information.
	+ Public comments
		- None

**Future Meeting Dates**

* TBI Board Meeting – October 16th, 2023
* TBI Board Committees – October 12th, 2023

**Adjournment**

Motion for adjournment was made by Theresa Woo and seconded by Heidi Frye. Meeting ended at 1:10 pm.

**Public Policy and Funding Committee**

Meeting was called to order at 2:11 p.m. by Matt Berube, TBI Program Administrator.

**Committee Business – Kristie Warren**

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

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

**Members Not Present**

* Michael Roscoe, TBI Survivor
* Kristie Warren, TBI Survivor

**DOR Staff Present**

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

**Public Present**

* Erin Johnson, TBI Survivor [Attended as a member of the public; could neither vote, nor be counted toward quorum]
* Dan Clark, Community Advocate
* Brenda Plechaty, TBI Caregiver Support
* Monique Flores, TBI Coordinator, ILCSC

**Approval of Meeting Minutes**

* The approval of the meeting minutes for June 8, 2023 could not be conducted because quorum was not met.
* Matt reviewed the updated Bagley-Keene Act rules, including recent passage of SB143.

**Committee Business**

* Matt will send reminders to those who still need to complete training.
* Katie Shinoda and Matt will meet to discuss NASHIA Conference information for the Board.
* Matt will add an agenda item to the next Brain Injury Survivor Committee meeting: "What services are lacking at TBI provider sites?"

Committee Comments: None

Public Comments: None.

**Future Meeting Dates**

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

**Adjournment**

A motion to adjourn was made by Katie Shinoda and seconded by Eric Williams. The meeting ended at 3:42pm.