**CALIFORNIA TRAUMATIC BRAIN INJURY ADVISORY BOARD**

**DATA ANALYTICS SUBCOMMITTEE**

# MEETING NOTICE AND AGENDA

**Monday, December 16, 2024, 2:00 – 3:00 p.m.**

**Participation Options**

**In-Person**: Department of Rehabilitation (DOR), 721 Capitol Mall, Room 407, Sacramento, CA 95814

**Join by Zoom**: [December 16](https://dor-ca-gov.zoom.us/j/89130445477?pwd=x2qxU2T5qTQbT9MhdhBlLoUh3oGUtP.1)[th](https://dor-ca-gov.zoom.us/j/89130445477?pwd=x2qxU2T5qTQbT9MhdhBlLoUh3oGUtP.1) [Zoom Link](https://dor-ca-gov.zoom.us/j/89130445477?pwd=x2qxU2T5qTQbT9MhdhBlLoUh3oGUtP.1)

Meeting ID: 891 3044 5477 Passcode: DE@^UE7A

**Join by Teleconference:**

(408) 638-0968 or (669) 900-6833

Meeting ID: 891 3044 5477 Passcode: 03536547

[Find your local number](https://dor-ca-gov.zoom.us/u/kpNbxAEu0)

This meeting is being held via teleconference within the meaning of Government Code **Section 11123.5**.

All meetings observe ***Rules by Which to Meet Peacefully***, which can be located on the [DOR TBI Advisory Board website](https://www.dor.ca.gov/Home/TbiMeetingArchive), under the Archive tab.

**Meeting Agenda\***

# Item 1: Welcome and Introductions (2:00 – 2:05 p.m.)

Daniel Ignacio, TBI Data Analytics Subcommittee Chair

# Item 2: Public Comment (2:05 – 2:10 p.m.)

Members of the public will have the opportunity to comment on issues and concerns *not* included elsewhere on the agenda. Public comment relating to a specific agenda item will be taken at the end of the applicable agenda item or prior to a vote.

# Item 3: Needs Assessment Update

# (2:10 – 2:15 p.m.)

Regina Cademarti, DOR Independent Living and Assistive Technology Chief

An update will be provided on the budget and discussion with a potential needs assessment contractor.

# Item 4: Needs Assessment Purpose and Scope (2:15 – 3:00 p.m.)

TBI Data Analytics members will discuss the following:

* What should be done differently from the last needs assessment and what should be kept the same?
* Clarifying the needs assessment objective: What does the committee want to achieve with the needs assessment (e.g. improving services, addressing gaps)
* Specify area of focus (e.g. geographical location, population(s), or program).
* Decide what questions the needs assessment should answer.

# Item 5: Adjourn (3:00 p.m.)

**PUBLIC COMMENTS**

Public comments on matters not on the agenda are taken at the beginning of the meeting. A speaker will have up to three minutes to make public comments and may not relinquish his or her time allotment to another speaker. Non-English speakers who utilize translators to make public comment will be allotted no more than six minutes unless they utilize simultaneous translation equipment. The SRC is precluded from discussing matters not on the agenda; however, SRC members may ask questions for clarification purposes.

**MEETING NOTICE AND AGENDA**

This meeting notice and agenda and supplemental meeting materials are posted on the [TBI webpage](https://www.dor.ca.gov/home/tbi). Interested members of the public may use the listed participation options to listen to the meeting and/or provide public comment. The SRC is not responsible for unforeseen technical difficulties that may occur and is not obligated to postpone or delay its meeting in the event of unforeseen technical difficulties with the teleconference line or virtual meeting platform.

This committee meeting is being held in accordance with California Government Code section 11123.5. There may be members of the committee who are participating in the meeting that were granted a reasonable accommodation in accordance with the Americans with Disabilities Act (ADA).

The meeting will adjourn upon completion of the agenda.

**REASONABLE ACCOMMODATIONS**

If you require a disability-related accommodation, materials in alternate format or auxiliary aids/services, please call (916) 558-5778 or email TBI@dor.ca.gov

 five days prior to the meeting.Any requests received after this date will be given consideration, but logistical constraints may not allow for their fulfillment.

**CONTACT PERSON** Tanya Thee, Tanya.Thee@dor.ca.gov, (916) 558-5778.