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

# **August 8, 2024**

# **Meeting Minutes**

**Opening**

The regular meeting for California Department of Rehabilitation (DOR) Traumatic Brain Injury (TBI) Advisory Board Sub-Committees was called to order at 8:40 am, August 8, 2024, by Dr. Daniel Ignacio via virtual meeting.

**Data Analytics Committee**

Meeting was called to order at 8:40 a.m. by Dr. Daniel Ignacio. Quorum was not met.

**Members Present**

* Dr. Daniel Ignacio (Lead), St. Jude Health and TBI Survivor

**Members not Present**

* Lili Whittaker, The Kensington Foundation and TBI Caregiver
* Todd Higgins, Disability Rights California and TBI Survivor
* Randy Dinning, Regional Ombudsman

**DOR Staff Present**

* Matthew Berube, DOR TBI Grant Administrator
* Regina Cademarti, DOR Chief of ILATS
* Maria Gonzales, DOR Office Technician
* Tanya Thee, DOR TBI Grant Administrator

**Public Present**

* Ryan Johnson, TBI Survivor
* Brenda Plechaty, TBI Caregiver Support Group
* Dan Clark, Community Advocate
* Dr. Katie Shinoda, Mercy (Dignity Health)
* Lily Zepeda, Brain Injury Center of Ventura County

**Committee Business**

* Matthew Berube reviewed Bagley-Keene guidelines for virtual meetings.

**Approval of Meeting Minutes –**

* Meeting minutes for July 11, 2024 Data Analytics Committee could not be approved because quorum was not met.

**Committee Comments:** None.

**Public Comments:** None.

**DOR Updates**

Regina Cademarti gave a presentation.

* July was Disability Pride Month
* 34th Anniversary of the Americans with Disabilities Act
* Governor Newsom also provided a video welcome address to the delegates at this year’s Youth Leadership Forum (YLF). The Governor acknowledged his personal struggles as a young person with dyslexia and how that shaped him into who he is today.
* State Budget Passed
* Despite the budget deficit, there will be no cuts to DOR programs

Updates on DOR TBI Program Staffing & Roles

TBI State PartnershipProgram (SPP) Federal Grant

* Expands the work of the TBI Advisory Board, Committees, and Program staff. The goal is to improve the delivery and quality of person-centered services available to TBI survivors, their families, and caregivers by fostering partnerships, providing public education about TBI, and informing culturally competent policies statewide.
* Funder: Administration for Community Living
* Time Period: August 1, 2021 July 31, 2026
* Amount: $200,178 per year or $1,000,890 for five years
* Reporting: Biannual Narrative Report
* Writing the February 1 July 31 financial report. Due end of August.
* Submitting request to carry over $138,884 unobligated funds
* 8/1/2021-7/31/2022: $68,926 unobligated balance
* 8/1/2022-7/31/2023: $69,958 unobligated balance

HCBS Contracts

* Through funding from the American Rescue Plan Act and Department of Health Care Services, DOR expanded its TBI program to serve unserved and underserved populations through a network of services and supports for individuals with TBI, their families, and caregivers through June 2024.
* Contract Award Amount: DOR received 4.7 million dollars in funding contract amount varied for all programs. Range from $174,050 - $762,696
* Time Period: April 1, 2022 to September 30, 2024
* TBI Staff continue to meet monthly with the HCBS Contractors to connect and discuss invoicing, reporting, and/or contract amendments to ensure funds can be spent.
* 6 Contractors extended to September 30, 2024

TBI State-Funded Grants

* State General Fund used to sustain network of six community service provider.
* TBI sites provide supportive living, community reintegration, vocational supportive services, information and referral and public and professional education to individuals with TBI.
* Time Period: April 1, 2022 and September 30, 2024
* Grant Award Amount: $437,500 total with an additional three-month extension at $43,750
* DOR awarded seven grantees for TBI State Funded Grants released on April 5, 2024 for grants effective October 1, 2024 throughJune 30, 2027.
* DOR released a Request for Interest for up to five TBI State Funded Grants on August 28.
* Grants to start December 1, 2024- June 30, 2027
* At the DOR’s discretion, one or more grants may be extended for up to an additional two (2), one (1) year extensions under the same terms and conditions, not to extend past June 30, 2029.

Public Health Workforce Service Contracts

* In accordance with the Expanding the Public Health Workforce (EPHW) Spending Plan funding and the American Rescue Plan Act of 2021, (ARPA) the DOR distributed funding to four TBI service grantees via service contracts.
* Funding provides work experience including peer support to individuals with TBI.
* Time Period: July 1, 2023 September 30, 2024
* Award Amount: $18,337.00 each. One time funding
* Service Contracts are executed
* Reporting is required: July 1, 2023 to March 31, 2024 and April 1, 2024 to September 30, 2024
* Link will be sent through Survey Monkey

CATBI Packets

* This is data on the consumer and their progress completed at intake, six months, 12 months,18 months, and annually afterwards. This is completed by the CATBI sites and emailed to the DOR.
* Reviewing deliverables (CATBI packet manual, draft packet, and presentation slides)
* Inquire if funds can be used to continue to the funding with St. Jude
* Develop training for providers

Quarterly Reporting

* This is data from the service sites and their progress quarterly progress for their service goals. The data is submitted through Survey Monkey to the DOR. DOR collects the data, compares responses to previous quarters, and compiles reviews the data.

Update: Providers reported Quarter 1, 2, and 3 data.

**Committee Comments:** None.

**Public Comments:** None.

**Committee Projects**

**Needs Assessment:**

* Daniel Ignacio updated the Committee members on status of the additional Needs Assessment proposal. Daniel Ignacio detailed the population samples to be collected, and the variety of methods for obtaining responses. Daniel Ignacio described the issues with the previous Needs Assessment that will be rectified in the next.
* Discussion about history of CATBI.

**Committee comments:** None.

**Public comments:** None.

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees –September 12, 2024

**Committee comments:** None.

**Public comments:** Katie Shinoda volunteered to be a part of Data Analytics Committee.

**Adjournment**

The meeting ended at 10:08am.

**Education and Public Outreach Committee**

Meeting began at 11:09 a.m. by Randy Dinning, Committee Lead. Quorum was met.

**Members Present**

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

**Members not present**

* Dr. Steve Chan, Kaiser Permanente

**DOR Staff Present**

* Matthew Berube, DOR TBI Grant Administrator
* Regina Cademarti, DOR Chief of ILATS
* Maria Gonzales, DOR Office Technician
* Tanya Thee, DOR TBI Grant Administrator

**Public Present**

* Ryan Johnson, TBI Survivor
* Brenda Plechaty, TBI Caregiver Support Group
* Dan Clark, Community Advocate
* Lily Zepeda, Brain Injury Center of Ventura County

**Committee Business**

* Randy Dinning, reviewed Bagley-Keene guidelines for virtual meetings.

**Approval of Meeting Minutes –**

* Motion to approve the July 11, 2024 EPOC meeting minutes was made by Henry Huie; Theresa Woo seconded the motion. Huie, Woo, Dinning, and Martinez voted to approve.

**Committee Comments**: None.

**Public Comments**: None.

**DOR Updates**

Regina Cademarti gave a presentation [See above].

* TBI State Partnership Program
* Home and Community Based Services (HCBS) Contracts
* TBI State-Funded Grants
* Public Health Workforce Service Contracts
* Reporting.

**Committee Comments**: None.

**Public Comments**: None.

**Committee Projects**

Henry Huie gave a rough draft presentation for EPOC. Heidi Frye gave suggestions on EPOC presentation being more accessible. Discussion about the difference between TBI and ABI. Brenda Plechaty, who assisted with the design of the presentation, gave input.

**Committee Comments**: None

**Public Comments**: Dan Clark suggested focus should be placed on the definition of TBI.

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees – September 12, 2024

**Committee comments:** None.

**Public comments:** None.

**Adjournment**

Theres Woo motioned to adjourn the meeting at 12:46 pm; Henry Huie seconded the motion.

**Public Policy and Funding Committee**

Meeting was called to order at 2:04 p.m. by Kristie Warren. Kristie Warren went over the housekeeping. Quorum was met.

**Members Present**

* Kristie Warren, (Lead) TBI Survivor
* Erin Johnson, TBI Survivor
* Dr. Katie Shinoda, Mercy (Dignity Health)
* Michael Roscoe, TBI Survivor

**Members Not Present**

* Eric Williams, TBI Survivor

**DOR Staff Present**

* Matthew Berube, DOR TBI Grant Administrator
* Regina Cademarti, DOR Chief of ILATS
* Maria Gonzales, DOR Office Technician
* Tanya Thee, DOR TBI Grant Administrator

**Public Present**

* Brenda Plechaty, TBI Caregiver Support Group
* Ryan Johnson, TBI Survivor
* Dan Clark, Community Advocate

**Committee Business**

* Kristie Warren reviewed Bagley-Keene guidelines for virtual meetings.

**Approval of Meeting Minutes**

* Motion to approve the July 11, 2024, PPFC meeting minutes was made by Erin Johnson, Katie Shinoda seconded the motion. Approved by Warren, Johnson, Shinoda, and Roscoe.

Committee Comments: None.

Public Comments: None.

**DOR Updates**

Regina Cademarti gave a presentation [See above].

* TBI State Partnership Program
* Home and Community Based Services (HCBS) Contracts
* TBI State-Funded Grants
* Public Health Workforce Service Contracts
* Reporting.

**Committee Comments**: Katie and Kristie had questions about where the funding was coming where and its going.

**Public Comments**: Dan Clark asked about the statistics from previous years.

**Committee Projects**

Kristie and Erin gave an update on TBI survivor meeting. Matt gave information on other subcommittee meetings and asked for input. Discussion about the difference between SDI and SSI. The committee reviewed of summary of the CA State Plan and will continue at the next meeting in September.

**Committee Comments**: None.

**Public Comments**: None

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees – September 12, 2024

**Committee comments:** None.

**Public comments**: None.

**Adjournment**

**Adjournment**

Katie Shinoda motioned to adjourn the meeting at 3:32 PM, Erin Johnson seconded the motion.