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

# **September 12, 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 8:38 am, September 12, 2024, by Dr. Daniel Ignacio via virtual meeting.

**Data Analytics Committee**

Meeting was called to order at 8:38 a.m. by Dr. Daniel Ignacio. Quorum was met.

**Members Present**

* Dr. Daniel Ignacio (Lead), St. Jude Health and TBI Survivor
* Todd Higgins, Disability Rights California and TBI Survivor
* Randy Dinning, Regional Ombudsman

**Members not Present**

* Dr. Katie Shinoda, Mercy (Dignity Health)

**DOR Staff Present**

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

**Public Present**

* Ryan Johnson, TBI Survivor
* Brenda Plechaty, TBI Caregiver Support Group
* Carolynn Spezza
* Berta Flowers
* Lily Zepeda, Brain Injury Center of Ventura County
* Esther Stauffer, Native American Health Center
* Dan Clark, Community Advocate

**Committee Business**

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

**Committee Comments:** Todd would like quarterly meetings kept in-person, even if it were possible to hold them virtually. Randy would like all meetings to be virtual. Daniel said that either would be acceptable.

**Public Comments:** Dan Clark said the Board should be in-person at least twice a year. Esther Stauffer said once or twice would be fine. Ryan Johnson said either way was fine.

**Approval of Meeting Minutes –**

* Motion to approve the July 11, 2024 DAC meeting minutes was made by Todd Higgins; Randy Dinning seconded the motion. Ignacio, Dinning, Higgins voted to approve.
* Motion to approve the August 8, 2024 DAC meeting minutes was made by Randy Dinning; Todd Higgins seconded the motion. Ignacio, Dinning, voted to approve. Todd Higgins abstained.

**Committee Comments:** None.

**Public Comments:** None.

**DOR Updates**

Matt Berube delivered updates concerning the Department of Rehabilitation.

DOR Staffing​

* No new updates

DOR Updates

* Dr. Ghaly leaving as secretary of California Health and Human Services Agency. Dr. Ghaly will be replaced by Kim Johnson, Director at California Department of Social Services
* Due to the State budget deficit, the State will reduce the workforce by 10,000 positions statewide. This is a permanent reduction.
* DOR anticipates this is 68 positions will be eliminated at DOR.
* October is National Disability Employment Awareness Month

TBI State Partnership Program Grant ​

* Background
	+ Expands the work of the TBI Advisory Board, Committees, and Program staff.
* Total $138,884 unobligated funds that can be used for TBI State Partnership Program Activities
	+ 8/1/2021-7/31/2022: $68,926 unobligated balance
	+ 8/1/2022-7/31/2023: $69,958 unobligated balance
* Update
	+ Membership Updates
		- Appointments and Reappointments of TBI Advisory Board Members.
	+ Preparing carry-over request of funds
	+ NASHIA State of the State (SOS) conference
		- September 16-19 in Eugene, Oregon
		- Purpose: SOS brings state leaders, brain injury advocacy organizations, partners, researchers, and providers.
		- This year’s conference will highlight work in the Criminal Legal System as a content track, as well as bring content applicable to the whole brain injury community.
	+ Reporting: DOR submitted to Administration and Community Living the Performance Progress Report on August 30 for activities from February 2024 – July 2024

Home and Community Based Services (HCBS) Contracts​

* Background​
	+ One-time funding through funding from the American Rescue Plan Act and Department of Health Care Services
* Contract Award Amount​
	+ DOR received 4.6 million dollars in funding – contract amount varied for all programs. Range from $174,050 - $762,000
* Update – Invoicing
	+ Invoicing to date = 4.4 million or 96%
* Update
	+ Contracts will end on September 30, 2024.

TBI State-Funded Grants​

* Background​
	+ 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. ​
* Update

On August 28, 2024 five grantees were notified they were awarded a TBI Grant. These grants will start December 2024.

* 1. Central Coast Center for Independent Living primarily serving Monterey County.

2. Community Resources for Independent Living primarily serving Alameda County.

3. Disability Action Center primarily serving Butte County.

4. Southern California Resource Services for Independent Living primarily serving Los Angeles County.

5. San Diego Brain Injury Foundation primarily serving San Diego County.

Public Health Workforce Service Contracts​

* Background:​
	+ Funding provides work experience including peer support to individuals with TBI.
* Time Period​
	+ July 1, 2023 – September 30, 2024
* Update
	+ PHWF service contracts will end on September 30, 2024, final reports from the providers on activities will be due in November.

**Committee Comments:** None.

**Public Comments:** Dan Clark asked for clarification on positions lost/unfilled at the DOR.

**Committee Projects**

**ACL Grant:**

Dr. Daniel Ignacio reviewed the purpose of the ACL Grant

**Presentation:**

Dr. Daniel Ignacio gave a presentation on the National Academies of Sciences, Engineering, and Medicine (NASEM) brain injury clinical guidelines.

**Committee comments:** None.

**Public comments:** Dan Clark asked if the CATBI data from the past three years would be available. Carolynn Spezza commented that doctors tend to blame symptoms on causes unrelated to brain injury.

**Needs Assessment:**

* Matt Berube gave updates on the process of releasing funds for use by the Board for its projects, including the follow-up Needs Assessment.

**Committee comments:** None.

**Public comments:** None

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees –October 10, 2024

**Committee comments:** None.

**Public comments:** None.

**Adjournment**

The meeting ended at 10:25am.

**Education and Public Outreach Committee**

Meeting began at 11:05 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**

* None

**DOR Staff Present**

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

**Public Present**

* Ryan Johnson, TBI Survivor
* Brenda Plechaty, TBI Caregiver Support Group
* Carolynn Spezza
* Berta Flowers
* Lily Zepeda, Brain Injury Center of Ventura County
* Esther Stauffer, Native American Health Center
* Dr. Vivian Harvey

**Committee Business**

**Approval of Meeting Minutes –**

* Motion to approve the August 8, 2024 EPOC meeting minutes was made by Theresa Woo; Henry Huie seconded the motion. Huie, Woo, Dinning, Frye, and Martinez voted to approve. Dr. Steven Chan abstained.

**Committee Comments**: None.

**Public Comments**: None.

**Bagley Keene Act Discussion**

* Matt explained that it might be possible to hold even quarterly Board meetings virtually.

**Committee Comments**: Randy would still like them in-person, or at least every other meeting.

**Public Comments**: None.

**DOR Updates**

DOR Staffing​

* No new updates

DOR Updates

* Dr. Ghaly leaving as secretary of California Health and Human Services Agency. Dr. Ghaly will be replaced by Kim Johnson, Director at California Department of Social Services
* Due to the State budget deficit, the State will reduce the workforce by 10,000 positions statewide. This is a permanent reduction.
* DOR anticipates this is 68 positions will be eliminated at DOR.
* October is National Disability Employment Awareness Month

TBI State Partnership Program Grant ​

* Background
	+ Expands the work of the TBI Advisory Board, Committees, and Program staff.
* Total $138,884 unobligated funds that can be used for TBI State Partnership Program Activities
	+ 8/1/2021-7/31/2022: $68,926 unobligated balance
	+ 8/1/2022-7/31/2023: $69,958 unobligated balance
* Update
	+ Membership Updates
		- Appointments and Reappointments of TBI Advisory Board Members.
	+ Preparing carry-over request of funds
	+ NASHIA State of the State (SOS) conference
		- September 16-19 in Eugene, Oregon
		- Purpose: SOS brings state leaders, brain injury advocacy organizations, partners, researchers, and providers.
		- This year’s conference will highlight work in the Criminal Legal System as a content track, as well as bring content applicable to the whole brain injury community.
	+ Reporting: DOR submitted to Administration and Community Living the Performance Progress Report on August 30 for activities from February 2024 – July 2024

Home and Community Based Services (HCBS) Contracts​

* Background​
	+ One-time funding through funding from the American Rescue Plan Act and Department of Health Care Services
* Contract Award Amount​
	+ DOR received 4.6 million dollars in funding – contract amount varied for all programs. Range from $174,050 - $762,000
* Update – Invoicing
	+ Invoicing to date = 4.4 million or 96%
* Update
	+ Contracts will end on September 30, 2024.

TBI State-Funded Grants​

* Background​
	+ 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. ​
* Update

On August 28, 2024 five grantees were notified they were awarded a TBI Grant. These grants will start December 2024.

* 1. Central Coast Center for Independent Living primarily serving Monterey County.

2. Community Resources for Independent Living primarily serving Alameda County.

3. Disability Action Center primarily serving Butte County.

4. Southern California Resource Services for Independent Living primarily serving Los Angeles County.

5. San Diego Brain Injury Foundation primarily serving San Diego County.

Public Health Workforce Service Contracts​

* Background:​
	+ Funding provides work experience including peer support to individuals with TBI.
* Time Period​
	+ July 1, 2023 – September 30, 2024
* Update
	+ PHWF service contracts will end on September 30, 2024, final reports from the providers on activities will be due in November.

**Committee Comments**: None.

**Public Comments**: None.

**Committee Projects**

* The EPOC’s “TBI 101” presentation was reviewed. Matt will send out the latest version for everyone’s comments and send that information along to the members working on revisions.
* The EPOC’s TBI Resource Guide was discussed. Matt will talk to DOR’s Contracts & Procurement to get the process for hiring outside parties to design and re-format the Resource Guide.

**Committee Comments**: None

**Public Comments**: Berta Flowers supported the TBI 101 presentation.

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees – October 10, 2024

**Committee comments:** None.

**Public comments:** None.

**Adjournment**

Theres Woo motioned to adjourn the meeting; Heidi Frye seconded the motion. The meeting ended at 12:59 pm

**Public Policy and Funding Committee**

Meeting was called to order at 2:05 p.m. by Kristie Warren. Kristie Warren went over the housekeeping. Quorum was met.

**Members Present**

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

**Members Not Present**

* Erin Johnson, 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
* Dr. Daniel Ignacio, St. Jude’s Brain Injury Network

**Committee Business**

**Bagley Keene Act Discussion**

* Matt explained that it might be possible to hold even quarterly Board meetings virtually.

**Approval of Meeting Minutes**

* Motion to approve the August 8, 2024 PPFC meeting minutes was made by Dr. Katie Shinoda; Michael Roscoe seconded the motion. Approved by Warren, Shinoda, and Roscoe.

**Committee Comments**: None.

**Public Comments**: None.

**Committee Projects**

* Presentation by Dr. Daniel Ignacio
* “Request for funding to support incarcerated population of LA County”

**Committee Comments**: Michael Roscoe suggested connected with religious organizations for possible funding from current prison ministries; Kristie Warren asked who the sponsors of the CA CATBI bills were.

**Public Comments**: Carolynn Spezza suggested coordinating with Metropolitan Hospital for resources.

**State Plan**

* Revisions for the CA State Plan were discussed and the outline of the State Plan was reviewed. It was suggested to redefine “registry” to include the data collected from CATBI sites. It was recommended that DOR contact the CDC’s CORE SIPP. Erin Johnson and Katie Shinoda volunteered to meet to review the State Plan.

**Future Meeting Dates**

* TBI Board Meeting – October 21, 2024
* TBI Board Committees – October 10, 2024

**Committee comments:** None.

**Public comments**: None.

**Adjournment**

Katie Shinoda motioned to adjourn the meeting, and Michael Roscoe seconded the motion. The meeting ended at 3:59pm.