

# Traumatic Brain Injury Fund Advisory Committee Meeting

November 29, 2012  
Cannon Health Building  
288 North 1460 West  
Salt Lake City, Utah 84116  
Room 201  
12:00 pm – 1:30 pm  
Conference Line: # (801) 538-1756

## MINUTES

### Committee Members Present:

Nita Smith, Eileen Maloney; Via Phone: Liz Baker, Ann Russo, and Ron Roskos.

### Committee Members Excused:

Sarah Sanders, and Natalie Whatcott.

### UDOH Support Staff:

Sue Dubois, Trisha Keller, Jenny Johnson, and Missi Leak.

### Others Present:

Joyce Dolocort, and Whitney Johnson

### Welcome & Introductions:

- Nita welcomed the committee members.
- Liz introduced herself to the committee.

### Approval of September Minutes:

- Ann Russo motioned to approve the minutes as written.
  - Eileen Maloney seconds the motion.
  - All committee members approved the minutes.

### Update on Tasks:

- **TASK:** Whitney to find out about the funding from the bottles/stickers/etc. (total funding amount).
  - The total funding amount from the stickers/bottles was \$566.38.
  - In that first year \$450.00 was contributed.
  - The sticker campaign came to \$107.00.
  - We have spent all of the fund, plus \$600.00.
  - The \$600.00 will come out of the new fund monies.
  - Jay Kenney is now our contact in Finance for fund donations.
  - **TASK:** Jenny to update this contact information on VIPP website.
  - Kris Serrano to update the UBIC website.
  - **TASK:** Trisha to send the committee Jay Kenney's contact information.
- **TASK:** Whitney to come up with a data sheet for the contractor's to turn in.
  - Person replacing Whitney will do this task.
- **TASK:** Sue to ask UBIC who needs training first - put it on the UBIC agenda to talk about (Under the section "Timeline of Implementation" in May's minutes.)
  - **TASK:** Sue to send out the minutes from the UBIC Meeting.
    - The UBIC minutes were emailed to the committee.
    - Priority groups were discussed.

- **TASK:** Sue to add 'Independent Living Centers' to the list.
- Local Mental Health Services is the first priority group.
  - Wasatch Mental Health has a trained TBI person.
  - Southwest also has someone on staff that is trained in TBI.
  - NAMI is interested in being trained.
- Workforce Services is the second priority.
- Discussion of Training:
  - This group needs to discuss the 0-4 training and whether or not we can fund someone to come in and train.
    - This training is 3-4 hours, \$130 plus travel/lodging through the contracts, UBIC is looking at \$300.
    - There are 16 sites for training to be completed in.
      - There are 16 trainers.
    - The person will have to be a specialist that works with the 0-4 population that knows TBI.
  - The TBI Fund contractors are happy to hire trainers as long as they receive the rate that is in their contracts.
  - TBI Fund is not changing their contracts, if UBIC wants to use our funds they have to use our rate.
  - This group needs to approve this.
  - The trainers need to be aware that reimbursement may take a couple months.
  - **TASK:** Sue to take this back to UBIC to discuss.
  - **TASK:** UBIC to see if the University has some slack in their budget.
- **TASK:** Nita to contact the Association of Cities and Towns (Adam Trupp)
  - Nita will do this before next meeting and report to us.
  - Missi to send Nita a friendly reminder.
- **TASK:** Eileen to contact the Utah Behavioral Health Council.
  - Eileen made an initial contact with the council.
  - The contact person has changed, so she will find the right person and update us next meeting.
- **TASK:** Natalie to send Missi, Mark Davis' resume.
  - Missi to send Natalie a friendly reminder.
- **TASK:** Missi to see if we have Melanie Curtis' resume.
  - VIPP has her resume via email.
- **TASK:** Sarah or Natalie to have Dr. Kyle Elder email Nita for the CBIS training, and will email Missi his resume.
  - Missi to send Sarah and Natalie a friendly reminder.

#### Training Updates:

- Veterans Manual – there is an issue on printing the manual.
- February 12<sup>th</sup> is the date of the training.
- **TASK:** Sue to get the printing information out to everyone.
- Committee supports the UDOH allocating funds to support the printing.
- Funds to come out of the TBI Partnership Grant and the TBI Fund.
- Eileen motioned that the UDOH will either allocate funds directly, or do a contract amendment to pay for the printing.
  - Ann seconds it.

- All members of the committee approved this.

#### Review Committee Positions:

- Only need to recruit one survivor.
- **TASK:** Trisha to send up Mark and Melanie's resumes to Dr. Patton to determine who will be on the committee.

#### Other Items

- Update on Joint Sustainability Efforts with UBIC Members:
  - Representative Ray is now Nita's legislator.
    - There was an interim committee TBI agenda item.
    - Talked with Rep. Ray after the meeting.
    - He is interested in law enforcement issues with TBI.
    - Rep. Lockhart is going to be speaker again.
  - Met with Absolute Communication's students presented to Nita and Joyce.
    - The presentation will be given at UBIC.
    - **TASK:** Nita to send the committee members the presentation.
    - They gave suggestions for updating our Facebook page.
- Phoenix Services will be hiring for Nita's position:
  - Nita to send us their resume when they are hired.
  - This person is to attend this committee and UBIC.
- Jenny Johnson (Brochure):
  - We discussed that we wanted to send out information to those who have TBI's and were discharged from the hospital looking for resource facilitation services, etc.
  - We are sending this brochure out with the survey.
  - Changes and suggestions were given to Jenny.
  - UDOH is not able to mail these out to everyone in the database.
  - Whitney suggested that we spread out the mailing.
    - There were approximately 1,000 people in the database for 2011.
  - UDOH will send them out in two mailings: 1<sup>st</sup> one Jan-June; 2<sup>nd</sup> one July-Dec (those people who were seen in the hospital during those months.)
  - Send first group out in January, second in February.
  - March is Brain Injury Awareness Month, so this would be good to do before then.
- **TASK:** Missi to update Ann and Ron's contact information.
- **TASK:** Missi to get Letters of Appointment to Dr. Patton.
- Annual Report:
  - The committee looked over the two reports that Trisha handed out.
  - A suggestion was made to get an article out about the success of the Fund BEFORE the session begins.
  - Send Trisha your ideas/comments.

#### Agenda Items for Next Meeting:

- HB 204 – Website where all sports agencies report what their policy is.
  - To be discussed at UBIC as well.
- Utah Valley Regional Hospital - longboarding TBI's.
  - They have put together a committee that is focusing on longboarding TBI's prevention specifically.
  - They are soliciting funding from the TBI Fund.

- We need to look at this and see if we need to re-prioritize.

Next Scheduled Meeting

January 24, 2013

Utah Department of Health

12:00 – 1:30 PM

Room 201

(Conference Line: # (801) 521-3615)