

Traumatic Brain Injury Fund Advisory Committee Meeting

May 10, 2012

Utah Department of Health (Room 132)

10:00 am – 11:30 am

MINUTES

Committee Members Present:

Nita Smith, Eileen Maloney, Sarah Sanders, Ron Roskos, and Natalie Whatcott.

Committee Members Excused:

Liz Baker and Ann Russo.

UDOH Support Staff:

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

Others Present:

Kris Fawson, Joyce Dolcourt, and Cliff Strachan (from the Governor's Office), and Dorene via phone.

Welcome & Introductions:

- Sarah welcomed the committee and introductions were made for others present.

Approval of March Minutes:

- Minutes were approved by the committee with no changes.
 - Sarah motioned the approval, Nita seconded the motion, and everyone was in favor.

Update on Tasks:

Green = Need to do

Red = Done

- **TASK:** Committee members to submit to Trisha the contact information for at least one TBI Survivor or professional that you would recommend for serving on the Advisory Committee.
 - Natalie suggested a survivor (Kyle Elder).
 - **TASK:** Natalie to send Missi his information.
- **TASK:** Nita and Ron to write up their process and suggested changes as a model and provide to the UDOH. (UDOH will combine the two models into one for a bid process.)
 - Nita and Ron, Linda and Carrie met, sent email to Trisha with a few questions.
 - There was an Epidemiologist that met with both Ron and Nita and asked if they could collect data from Ron and Nita's offices.
 - BIAU changed their intake system.
 - Phoenix lost connection and collected less data.
 - a. Systems had a hard time logging data.
 - Looking to collect consistent data.
 - BIAU has the referral base; Phoenix does not have a referral base.
 - Phoenix has a CBIS, so they can go to rural areas.
 - Discussed how they could coordinate efforts.
 - How training is going to work, sent in some suggestions.

- **TASK:** Sarah to provide more information to Ron and Nita about Dr. Elder.
 - Sarah to talk to Dr. Kyle Elder is the director for the 4 Corners Mental Health, PhD Psychologist, who could possibly conduct neuro psychs in that area.
 - She will ask him what counties he works with, populations, and if he can do neuro psychs for people with TBI's.
- **TASK:** Missi to send out a doodle calendar to see if a later meeting time would work better for members.
 - Missi to still do this task.
 - Ann Russo is unable to attend the later meetings.
 - **TASK:** Missi to change the meeting times/rooms to 12:00 -1:00 p.m., on the second Thursday of the month.

Update on Joint Sustainability Efforts with UBIC Members:

- UBIC is looking for a new co-chair.
- Nita will be bringing a staff member in to the sustainability committee to start learning the process.
- Absolute Communications – the semester is ending, they are going to work with us for another semester.
- They are going to work with High Schools this next Semester (Fall).
 - Awareness and fund raising campaigns.
- Legislation portion of this will be regrouping and looking at whom to approach for an appropriation.
- Representative Lockhart is committed to interim study on the issue of people with TBI's in a correction system.
- David Litvack is working with SL County to implement TBI training in their correction population and seeing what the outcome is.
- Mike Conn, David Litvak, and Nita are going to Virginia to talk about the TBI Juvenile Justice System.

Timeline of Implementation:

- Contracts – need to meet with Ron and Nita to flush out details.
 - Hopefully we'll have them ready to go by July 1st.
 - People are already asking about receiving training.
 - We are going to make amendments to existing contracts.
 - That way we will not need to spend more time on the process again.
- Using the referral base and send out letters to people in the UDOH Database will get the resource facilitation moving faster.
 - Do electronic intervention!
- We need to get IRB Approval to send out to individuals with Brain Injuries, need to get details written up.
 - This process moves rapidly, as long as we have the details written up.
 - Catherine is working on this, Sue to work with her on this.
 - We are required to do a Needs and Resource for the grant.
 - Combine some of this for the grant.
 - We will need to incorporate that into the IRB request.
 - **TASK:** Sue to contact Sue Olsen and Judith Holt to see what they are planning, and what questions they are going to be asking.
 - We should have the letters go out by August.

- Start reporting at TBI Fund Meetings what trainings are being completed, and share contacts.
 - Please report the trainings completed, how many attended, and the contact you made.
- The committee needs to prioritize who needs the training first.
 - Take this priority question to UBIC and ask them.
 - UBIC is working on the training material.
 - **TASK:** Sue to put it on the UBIC agenda.
 - Resources will be limited.
 - Do not go by just whoever asks for the training, but by priority areas.
 - At the same time, if someone wants training, we should not deny them, we need to train them!
 - If one person is interested in training, ask them to bring 6 other people to also attend.
 - We should look into professional organizations – annual conferences looking for presenters.
 - This way you would train a lot of people in one setting.
 - The priority might need to be way to reach the greatest amount of people, or people interested and following through.
 - Offer CEU credit.
 - It might be that we spend 50% on the ones we feel are highest priority, and 50% of time on the ones asking for it.
 - Spend 6 months to get people trained, and then focus on national certification.
 - Nita and one other person are trained to do the National Training.
 - They want to train a few others, and then have them go out and train.
 - They would like to have others trained by December.
 - The amount of people we have funding to certify is approximately 30-50 people.
 - The cost of the certification depends on the size of the group.
 - Nita suggested that we make those getting certified pay the amount to re-certify.
 - This will help enforce commitment.

Reporting Format:

- Public/private partnership (in-kind)
- Numbers served
 - Count of people served in Wasatch front vs. people served outside Wasatch front
 - Rural vs. Urban
- People trained
- Number of Certified Brain Injury Specialist (CBIS)
- Direct service
- Services provided (referred to this or that service)
- Anecdotal reporting (this is what you spent, this is what you didn't have to spend)
- Have those served talk to their representatives, in the report due in November – give specific examples including specific Representatives
- Cost per person helped, this much was saved, this much was In-Kind funds
- One page summary stories – visual – simple
- Make our report more reader friendly

Other Items:

- Nita Conducting for Sarah next meeting.
- Phoenix Services has a conference phone line that we are welcomed to use.

- Next Saturday is the Annual BIAU 5K.
- Ogden Raptors game on August 9th – All proceeds will go to BIAU.

Agenda Items for Next Meeting:

- IRB Approval
- Contracts

Next Scheduled Meeting
July 12, 2012
Utah Department of Health
10:00 – 11:30 AM
Room 128
(Conference Line: # (801) 538-1756