1. Welcome/Introduction  Tom Brown, Chair
Brown called the meeting to order and welcomed group.

2. Review and Approval of the Agenda & Minutes  Tom Brown, Chair
Members reviewed the agenda.
Jordal moved; Tell seconded that the agenda be approved. Motion carried.

Minutes were reviewed from the November 1, 2013 meeting.
Tell moved to accept minutes. Sebert seconded. Motion carried.

3. IDPH/HRSA & Budget Report  Maggie Ferguson, Binnie LeHew; IDPH
A report of HRSA activities and a budget report are attached to these minutes. A budget memo is also attached.

ACBI items:
An example of prevention materials that might be printed and distributed was passed around the group based on a brochure and posters in public domain originally
developed by CDC, called “What you can do to Prevent Falls”. Examples can be found at http://www.cdc.gov/HomeandRecreationalSafety/Falls/pubs.html and the hope is to customize them for Iowa.

Tell moved to accept recommended use of unobligated funds with revision of bike helmet distribution to state “statewide” instead of “local”. Seconded by Cogil.
Discussion: Brown reminded the group that ACBI funds are typically used more heavily for prevention activities as the grant has historically not allowed for prevention activities. LeHew responded to question on how helmets have been distributed by stating the past we have utilized an IDPH staff in EMS to use her contacts statewide to ensure broad distribution.

Motion carried.

BIS items:
Sebert moved to accept recommendations as written, Linn seconded.
Discussion: LeHew explained that some of the funds are recommended to move to IACP as their contract was reduced from original amount. Brown would like the council to be involved in discussions on how to reobligate funds between the contractors. Brown and Tell volunteered to be a part of discussions.

Motion carried.

HRSA TBI Implementation:
Tell moved to approve uses of unobligated funds as outlined in memo. Sebert seconded.
Discussion: Tote bags and materials - Lauer commented that the overall cost of the tote and materials has risen to about $20. This cost is actual down from about $26 due to their ability to do some in house printing.

Conference scholarships - it was suggested that we might use some funds to offer a BOGO for IBIRN members. Council members would also have an opportunity to attend the conference. The following expressed interest in attending and having reimbursement: Sebert, Moravec, Byrnes, Hall, Tell, Krischel.

Brown would like to have the contractual dollars be a part of the previously mentioned conversation regarding distribution of funds to contractors.

To date there has not been any information indicating that there will be an extension of funds to fill the gap from the grant ending March 31st until a new grant cycle begins (anticipated in June). Ferguson was asked to find out if there will be a possibility of carrying over funds or having a no cost extension.
Motion was rescinded and offered a new motion that the executive committee work on how the funds might be reobligated once there is more information available. Sebert moved, Johnson seconded.

Motion carried.

4. Prevention Task Force Report  

Tell provided an update to the Council which is attached to these minutes.

Brown recommended, if an agreement with HyVee can’t be worked out, the council approach an oversight pharmacy oversight agency to make a permanent change so that pharmacists educate patients regarding falls prevention. Cogil has worked with the Iowa Board of Pharmacy in the past, Tell stated that she will reach out to them.

5. Service Task Force Report  

Moravec provided an update to the Council which is attached to these minutes. A PowerPoint presentation that was previously provided to AEAs was shared with the council to provide background on the quick guides. The presentation is also attached.

*Break for Lunch at 11:50 am and Linn reconvened the meeting at 1:03 pm. Members rejoining the meeting were: Byrnes, Cogil (phone), Hall, Huff (phone), Johnson (phone), Krischel (phone), Linn, Moravec, Sebert, Tell.*

6. State Agency Reports  

Dept of Ed

Deb Samson has been identified as the new Ex-Officio member from DoE. She will join us at the April meeting as she is currently on vacation and unable to attend today. No report was submitted.

DHS/IME Report

Moskowitz submitted a written report that is attached to the minutes. She was unable to attend the meeting.

Iowa Vocational Rehabilitation Services  

Kathy Winters/Megen Johnson

A written report was submitted to the council and is attached to the minutes. Johnson introduced herself as new ex-officio representing IVRS. Winters announced that she is retiring.
7. **MHDS Commission Update on Redesign**  
   Connie Fenslow  
   Fenslow provided several handouts (attached) and provided updates on the MHDS Redesign. Plans from the regions will be submitted to DHS no later than April 1 indicating if other populations will be served and how.  
   It was asked if ACBI would be able to have input to the review of RFPs submitted for core standardized assessments. Fenslow stated that she would look into this.

8. **Service and Training Partners**

   **BIAIA Report**  
   Brandi Jensen & Geoff Lauer  
   A written report was submitted (attached). The legislative agenda will be reviewed by their board this weekend and should be sent out next week. Karla Block was introduced as the Family Ambassador and this position was explained as part of the Brain Injury Support Network.

   *Byrnes and Hall left the meeting at 1:45pm*

   **Iowa Association of Community Providers**  
   Ben Woodworth  
   A written report was submitted (attached)  
   Number one item of the IACP legislative agenda is addressing the BI waiver wait list. Would also like to see more agencies be held accountable to outcomes for reimbursement.

9. **Public Comment**  
   There was no public comment

10. **Reminders and Adjournment**

    *The next ACBI meeting is April 18, 2014. All members should plan to attend the meeting in person.*

    The meeting was adjourned at 2:20 p.m.

    *Minutes submitted by Maggie Ferguson, IDPH*