MINUTES

Members participating in person: T. Brown, D. Byrnes, R. Cogil, P. Costigan, J. Durfey, M. Henning, K. Huff, J. Johnston, R. Moravec, B. Murphy, J. Sebert, D. Tell, L. Wall

Members participating by phone: D. Johnson

IDPH staff participating: Ferguson, Yak

Ex Officio Representatives participating: T. Reimers, C. Davenport, A. Pearson

Others in attendance: Rachel Anderson, Dr. Mary Russell, Jayna Grauerholz, Ben Woodworth, Geoff Lauer

Meeting was called to order at 10:05 a.m. Quorum was established.

Welcome/Introduction

Brown called the meeting to order and welcomed group. Introductions were made.

Review and Approval of the Agenda & Minutes

Members reviewed the agenda. Due to a family health emergency, Dr. Melissa Duff needed to cancel her attendance today and attend the April meeting. In lieu of this change, Brown asked Woodworth to provide an overview of Medicaid landscape in regards to Care Management.

Cogil moved; Sebert seconded that the agenda be approved. Motion passed unanimously.

Minutes were reviewed from the October 2014 meeting.

Sebert moved to accept minutes. Huff seconded. Motion passed unanimously.
A written report was provided to the Council outlining program activities and budget.

HRSA - The Council was updated on activities and spending for the grant to date. Budget was explained to be 33% expended year to date, however due to the nature of contractual billing being behind this is not a completely accurate depiction of the current status of expenditures. The IDPH portion of the expenditures are 50% year to date.

Ferguson paused to introduce Katrina Altenhofen from IDPH’s EMS for Children Program. Katrina updated the Council to her role and history distributing helmets purchased by the Council. She provided a written report to the Council highlighting the distribution of bike helmets by location/group. Katrina shared a thank you card and stories from distributing helmets. She closed by letting the Council know that if helmets continue to be purchased, she would be happy to help distribute them again.

*Action – Brown requested that Ferguson post a link on the ACBI prevention page to Katrina’s program for individuals interested in helmets.*

Ferguson returned to the program report.

BISP – Administrative rules for the Brain and Spinal Cord Injury Registry are currently under revision. Ferguson shared that she has met with the Iowa Hospital Association and the current draft of rules are acceptable to them. Ferguson is waiting for ICD10 coding to be completed as those will go into effect in the fall.

*Action – Brown requested a draft of the administrative rules be sent to the Council when they are ready prior to public comment period, if available.*

There was discussion regarding unobligated BISP funds. BIAIA submitted a written outline of support needs in order of priority. These items included:

1. **Totebags ($10,000)** – Lauer explained that BIAIA has had a focused effort to ensure that IBIRN sites have current versions of totes in stock and have grown the number of sites statewide. This has increased the need for totes significantly from anticipated amounts. He reminded the Council each tote costs approximately $20/each.

2. **Electronic Communication Software ($5,000)** – The current system does not meet BIAIA demands for communication. Lauer provided the example of needing to target emails to specific groups within the broader audience for their messaging.

3. **Outreach and training ($3,000)** – BIAIA has had increased requests for training, including additional training for the Academy of Certified Brain Injury Specialists certification preparation.
Woodworth acknowledged that IACP didn’t have much time to consider feasibility of additional funds but they are currently on track. An option for consideration provided was the development of a web based, on demand training for the ACBIS certification preparation or to modify the current study course, produce as a webinar and archive for trainees to review at their leisure.

Cogil moved for the Council to recommend the program work with the contractors to obligate dollars as outlined. Johnson 2nd. Motion passed unanimously.

Outreach process continues to be evaluated to assess opportunities for improvement and will continue quarterly. Ferguson and Yak provided information regarding the process and updates that have been made. To date there have not been any feedback from individuals who may have been adversely effected decreasing the time between point of injury and receiving the outreach letter. Lauer commented that his opinion is the risk to the few is outweighed by the potential benefits to getting information to individuals earlier.

Advisory Council -
Correction to the report was noted: The ACBI budget is for July 1, 2014 – June 30, 2015, not July 1, 2013 – June 30, 2014 as reflected in the report. Other information remains correct.

Approximately $15,000 remain unspent from the Council’s budget. Ferguson outlined possible options for the Council’s consideration. There was discussion. Lauer shared that BIAIA has been working with the Epilepsy Foundation of Iowa to increase the information distributed via the tote bag. He suggested the Council also consider using funds to support the production of materials to be distributed about brain injury by that organization. Cogil shared that the number one cause of epilepsy is brain injury.

Huff moved that the Council recommend funds be spent toward helmets ($5,000), ACBI brochures ($200), exhibit space at the BIAIA conference ($435), Council member registration and travel expenses to attend the conference, Prevention task force and Service task force project ($3,000 each), travel expenses for Council members to attend the Governor’s Proclamation signing for Brain Injury Awareness month. Moravec second. Following discussion a friendly amendment was accepted Huff and second by Moravec to include funds for print materials for the Epilepsy Foundation of Iowa ($500). A vote was taken, Cogil abstained. Motion passed.

Action - Council members should let Ferguson know if they are interested in attending the conference using ACBI funds. She will be in contact in the near future and will arrange for registration and hotel.
Prevention Task Force Report  
Johnson/Tell
Johnson and Tell deferred to Ferguson for a verbal report. This task force has not met recently but has requested that Ferguson schedule a meeting to discuss next projects. Ferguson shared that she has made several attempts to obtain information from HyVee regarding the prevention activities (screening older adults for fall risk and medication review) during September. Her contact is no longer with HyVee and has had medical issues so communication has not been ideal. She will continue to see what she can find out and report back to the Council.

Falls prevention brochures that were printed earlier this year have been almost all distributed. This might be an item of consideration for spending funds.

Action – Brown requested this task force meet again soon.

Service Task Force Report  
Moravec/Cogil
Moravec provided a verbal report to the Council. This group is reviewing their page of the ACBI website for recommendations for updates as well as the Council brochure. Recommendations will be sent to Ferguson via email.

Past projects were reviewed and discussed as possible options for spending funds, specifically the awareness playing cards and the BI quick guide. Moravec commented that these items were popular at the BIAIA conference with attendees. She suggested that the playing cards might be distributed with helmets or at the conference again this year.

This group is also participating in the TBI Community of Practice under the HRSA grant activities. They are looking at the AT guide that is currently distributed through the tote bag and determining what format and content changes should be made. Others engaged in this project include Jane Gay from Iowa Program for Assistive Technology and Toni Reimers from Dept. for the Blind.

Managed Care in Iowa – special report  
Ben Woodworth, IACP
Woodworth provide a special report to the Council Manage Care in Iowa: Recommendations to Ensure Success, with addendum Iowa’s Medicaid Funding Forecast. A summary of the report was provided with the request that the Council provide a letter of support.

A question was asked about when to expect the RFP to be released, Woodworth shared that it should happen in the next 2 ½ months. He also shared that there is a process of review and comment but this is a one way street, in other words comments can be submitted to DHS but DHS cannot respond as it would disrupt the RFP process.
Break for Lunch at 12:05 pm. Brown requested the Council members take time to review the recommendations on pages four through six. After lunch they will vote whether or not to provide a letter of support.

Meeting reconvened at 1:05 pm.

Appointed Members rejoining the meeting were: T. Brown, D. Byrnes, R. Cogil, P. Costigan, J. Durfey, M. Henning, J. Johnston, R. Moravec, B. Murphy, J. Sebert, D. Tell, L. Wall. D. Johnson rejoined by phone.

The Council resumed the managed care discussion.

Sebert moved that the Council support IACP recommendations; Tell seconded. A vote was taken, Costigan abstained. Motioned passed.

Action: Ferguson will draft a letter of support next week and forward to Brown for review and signature.

Falls Prevention grant update

Carlene Russell, Dept on Aging

Russell provided background and summary of the grant currently underway for Falls Prevention in Iowa, funded by the Administration on Community Living. Iowa is one of 14 states selected for this competitive funding. A written summary was provided to the Council.

Russell acknowledged the work the Council has done in this area, highlighting the falls brochure recently distributed statewide. She invited members to apply to participate in one of the leader trainings that will be held for Matter of Balance, Stepping On, and Tai Chi for Arthritis.

Russell also shared that a Falls Prevention Summit will be held again in the summer and that Falls Prevention day will be September 23rd this year.

State Agency Reports

Dept of Ed
Samson apologized for missing the morning portion of the meeting due to a last minute obligation. She did not have a report at this time.

DHS/IME Report
Moskowitz was unable to attend but submitted a written report. Per Council request at last meeting, she also shared that in December there were 5 members who were receiving services under both the BI waiver and Habilitation funding.

Davenport shared that in the fall there was a MHDS RFP for peer support coordination. This will be a 4-5 year project and highlights collaboration statewide with a variety of
entities (e.g. ASK family resource center, Child Health Specialty Clinics, NAMI Iowa, UI School of Social Work, et al.

Brown highlighted items from the Moskowitz report, citing that the BI waiting list is the longest in history. Brown also shared his recent meeting with the Governor to discuss the waiting list, provide education on how the system works in regarding to system capacity, and recommendations for process improvement. Those recommendations were prescreen for eligibility at time of application, immediate referral to Resource Facilitation services for all applications, and targeted case management for those eligible but placed on the waiting list. He also suggested a waiting list prioritization based on acuity. Brown shared that he felt the Governor listened and asked Brown to work with the Health Policy Advisor and Director of DHS to develop a plan for the waitlist, prescreen/assessment, and NRF/case management.

Iowa Vocational Rehabilitation Services
Bunkers was unable to attend the meeting. No report was submitted.

Dept for the Blind
Reimers was present for the morning portion of the meeting but needed to leave early. No report was submitted.

Iowa Dept of Public Health
Pearson provided a written report to the Council. Pearson shared that the Title V needs assessment was completed and the top 5 needs statements, as outlined in the report, were ranked highly across groups. She also shared that she will be participating on the Regional Autism Assistance Program (RAP) Expert Panel. There were questions regarding this and Brown pointed out that there may be national opportunity for brain injury to follow in the footsteps of autism. Because there is a “cliff” at the end of age 20 for services.

7. Service and Training Partners

BIAIA Report
Geoff Lauer, BIA-IA
Lauer submitted a written report for the Council summarizing contract activity, BIAIA legislative activity, and other items of interest. An addendum to the report was distributed providing detail on the quarter's NRF data. Lauer shared they are looking more closely at outcomes and data to determine what is a reasonable case load.

Iowa Association of Community Providers
Ben Woodworth, IACP
A written report was submitted. Woodworth shared that with the closing of 2 state mental health centers there will be decreased capacity to serve individuals challenging behaviors in Iowa.

IACP legislative agenda will be shared with the Council.
A written report was submitted. Lindgren shared that they have recently been in contact with all AEAs and all have an active BIRT with the exception on Des Moines, which has since formed a team, and Great Prairie, who stated they don’t have a team but they are not not interested in the information. Lindgren discussed the challenges identified by teams. Cool has reviewed the protocols used in various states and one the common features seem to be the identification of a team. They felt this would be logical for Iowa and likely option for coordination within the schools would be with the nurse.

9. **Public Comment**
There was no comments offered.

*Durfey moved that the meeting be adjourned; Johnson seconded. Motion passed unanimously.*

*The meeting was adjourned at 2:50 p.m.*

Minutes submitted by Maggie Ferguson, IDPH