



**ADVISORY COUNCIL ON BRAIN INJURIES
November 1, 2013**

**Urbandale Public Library
3520 86th St., Urbandale, IA 50322
Meeting Room B**

MINUTES

Members participating in person:
Tom Brown, Dennis Byrnes, Roxanne Cogil, Pat Costigan, Michael Hall, Megan Henning, Kendalyn Huff, Dave Johnson, Karen Jones, Jenifer Krischel, Joseph Linn (via phone), Renee Moravec, Jerry Sebert, Debbie Tell,

Members not in attendance:
Rhonda Jordal

IDPH staff participating:
Ousmane Diallo, Maggie Ferguson

Ex Officio Representatives participating:
Binnie LeHew (IDPH), LeAnn Moskowitz (IDHS), Toni Reimers (DOB), Kathy Winter (IVRS)

Others Participating
Geoff Lauer (via phone) & Brandi Jensen (BIA-IA); Rachel Anderson (Mercy); Ben Woodworth (IACP)

Meeting was called to order at 10:12 a.m.

1. Welcome/Introduction

Tom Brown, Chair

Brown called the meeting to order and welcomed group. The group went around for introductions. Dr. Diallo was given recognition and thanks for his contributions. His last day at the Department will be November 14.

2. Review and Approval of the Agenda & Minutes Tom Brown, Chair

Members reviewed the Agenda. Brown updated the group that planned speaker from Dept of Corrections is not able to join us nor will a representative from MHDS Commission. Lunch was proposed to be extended by 15 minutes and Geoff Lauer (BIA-IA) agreed to give an update on the last Commission meeting.

***Johnson moved; Cogil seconded that the agenda be approved as amended.
Motion carried.***

Minutes were reviewed from the July 19, 2013 meeting. On page 5, it was recommended that the minutes reflect the original date for the next meeting.

Sebert moved to accept minutes as amended. Johnson seconded. Motion carried.

3. IDPH/HRSA & Budget Report

Maggie Ferguson, Binnie LeHew; IDPH

LeHew shared information on activities IDPH has been involved in, including the Fall Prevention Awareness event held on September 23rd. Video was taken, a proclamation was signed, and there was a Tae Chi event in which the Governor participated. Roxanne Cogil was also present for the event and shared a copy of an educational resource that was handed out. The state Fall Prevention Coalition also hosted its first webinar.

Action: Brown asked if it would be available electronically to post on the ACBI website. LeHew will check into this possibility.

LeHew presented the budget report for the Council, which is included as an attachment. Johnson asked if there would be money available to the prevention task force. Yes, there should be funds available to be used for that up to \$3,000.

Brown requested that if there is unobligated funds that the Council be allowed input into what deliverables maybe involved for contractors. LeHew asked for clarification if the Executive Council would be able to meet about that. Brown said yes.

HRSA grant period to end March 31, 2014. Brown asked if any remaining money at the end of the HRSA year can be carried over or if there can be a no cost extension. LeHew responded that she was not sure about the extension but it can't be carried over.

Brown acknowledged appointed members Huff, Jones, and Tell who arrived after the meeting began and had them introduce themselves.

Ferguson introduced herself as the new staff to the council and provided an update on HRSA activities since she began in August.

Cogil asked for clarification in brain injury program manager title having the addition of disability. Lauer expressed concern that the position is not being funded as a full FTE per [SF 446](#), p. 9 that states "Of the amount allocated in this paragraph, \$95,000 shall be used to fund one full-time equivalent position to serve as the state brain injury service program manager". LeHew provided background on the Department's interpretation of FTE and how that might get allocated between people. The 1 FTE is currently utilized between the program manager (.70 FTE) and the epidemiologist (.30 FTE). There was much discussion regarding this and Brown provided historical information about the program and how FTEs have been funded. Brown asked for a motion regarding direction to the department for FTE assigned to the BI Program.

Sebert moved; Huff seconded that we ask for a full-time- brain injury services manager, full-time staff to support the Council and .50 epidemiologist to be assigned to the program. This is 1.50 more than is currently assigned.

Sebert moved that a recommendation be made to the Department that there be funding for 1 Fulltime BI Service Program, 1 Fulltime Council Staff, .30 FTE Epidemiologist. Huff seconded. Motion carried.

Discussion: Further discussion around the epi position being focused on injury, prevention, and disability and needing more time dedicated to brain injury. Linn recommended waiting on this so more information could be provided regarding work that can be done, but isn't because of limited staff time. Brown noted that waiting may make it too late to make request for the departmental bill.

Moravec made a friendly amendment that the recommendation be that IDPH fund 1 Fulltime Council Staff, 1 Fulltime BIS program staff, 1 FTE disability, injury, prevention epidemiologist with .5 Brain injury focus and .5 disability/injury prevention.

4. State of the States NASHIA update

Tom Brown, Chair

Brown provided an overview of the NASHIA preconference and full conference presentations he attended on behalf of the Council. Ferguson and Johnson also provided their comments regarding their participation at the request of Brown. Megan Hartwig (IACP) also attended the NASHIA meeting.

There is a national “one voice” consortium that is created with 6 other national organizations dedicated to brain injury/disability. There is a fact sheet that Lauer will send to the Council. There are efforts to work with Harkin to address some changes in the federal legislation that are beneficial to brain injury. Unfortunately, staff from federal agencies could not attend because of the government shutdown.

5. State Plan

Tom Brown, Chair

Public comment/feedback regarding the State Plan was closed in September. Brown reviewed comments and incorporated changes to Focus Area 2 – Goal 3 and 4.

Johnson moved to accept final draft of the State Plan for Brain Injury 2014-2017. Hall seconded.

Discussion: Cogil commented that there was not much specific to pediatric and wondered about adding ATVs to moped and motorcycle helmet language, also not much on sports injury. Brown responded that BI is a lifespan issue and language should focus across the lifespan, not just on one specific age group. Cogil – should we incorporate PABI into the state plan? Tell commented it's a good plan but are we able to be successful with the plan as written for the

specific pediatric population? Brown responded that this is a living document and it can be amended as needed.

Brown called to vote. Motion carried.

6. Registry Update & Task Force

Tom Brown, Chair

Brown updated the Council on the status of the Registry, with changes that have been made to the definition of BI to add “acquired.” This has resulted in a challenge with the presence of two registries – IDPH needs to decide which registry to use. Brown recently offered comments at a webinar sponsored by IDPH related to the registry. He wants to get the task force established to review this. Individuals to be on the task force include Jones, Hall, Lauer, Angie Overton and Dr Torner. Brown invited Council members and others to volunteer to be on the task force. Sebert and Rachel Anderson volunteered.

Break for Lunch at 12:05pm and reconvened at 1:05pm. Linn did not rejoin the meeting via phone.

7. Service and Prevention Task Force Updates

Services Task Force – Renee Moravec

Moravec reported on progress of distribution of BI Quick Guides and evaluation survey was developed.

Service task force will meet 30 minutes prior to Council meetings plus plan to continue to have calls as needed.

Moravec asked the group for feedback on the next printing on merits of having the postcard with the link to website and survey verses having that printed on the guide. Group suggested keeping the postcard.

Tell left meeting.

Prevention Task Force – Dave Johnson

Trying to move on putting together something for senior fall prevention awareness. Johnson reached out to an individual at HyVee and received promising response. Jones suggested that HyVee might be able to expand topic into other print material like the Quarterly Season magazine. Prevention task force will meet today following the meeting.

Brown reviewed task force membership and commented that there were no new nominations for chair/vice chair so Brown/Linn would continue. Task force co-chairs were recommended during nominations. Cogil agreed to co-chair Services Task Force with Moravec. Tell agreed to co-chair Prevention Task Force with Johnson. Brown reminded all to use the state plan as a foundation when moving forward on activities.

8. MHDS Commission Update

Geoff Lauer, BIA-IA

10. Service and Training Partners

BIAIA Report

Brandi Jensen & Geoff Lauer

- A written report was submitted (attached)
- Jensen shared that they are currently experiencing staff change and growth, with staff in 3 different locations.
- Working with an external consultant to increase ability to improve and prove value of services.
- Lauer was awarded 2013 NABIS Public Policy and Advocate Award in September.

Action: Ferguson to send copy of current service contracts to Council.

Iowa Association of Community Providers

Ben Woodworth

- A written report was submitted (attached)
- Starting to ponder how IACP can support trainers closer to providers to provide ongoing support when issues come up.

11. Public Comment

There was no public comment.

13. Reminders and Adjournment

The next ACBI meeting is January 17, 2014. All members should plan to attend the meeting in person.

The meeting was adjourned at 3:21 p.m.

Minutes submitted by Maggie Ferguson