ADVISORY COUNCIL ON BRAIN INJURIES
October 17, 2014

Lutheran Hospital
700 E. University Ave.  Des Moines, IA 50316
Conference Room A/B
Lower Level

MINUTES

Members participating in person: T. Brown; D. Byrnes; R. Cogil; J. Durfey; M. Hall; M. Henning; K. Huff; R. Jordal; R. Moravec; L. Wall

Members participating by phone: P. Costigan; J. Johnston; B. Murphy

IDPH staff participating: M. Ferguson; T. Yak

Ex Officio Representatives participating: D. Samson (Dept of Ed); Ellen Bunkers (IVRS); T. Reimers and Julie Aufdenkamp (Dept for the Blind); C. Davenport (DHS); L. Moskowitz (IME)

Others in attendance: B. Jensen (BIAIA); S. Lindgren (UI-CDD); B. Woodworth (IACP);

Others participating by phone: G. Lauer (BIAIA); R. Anderson (Mercy Hospital)

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

1. Welcome/Introduction  Tom Brown, Chair

Brown called the meeting to order and welcomed group with the group providing individual introductions.

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

Members reviewed the agenda. Brown asked that the agenda be modified to have report from IACP moved to immediately following lunch per request from Woodworth. Davenport indicated she would move her report to later.

Huff moved the agenda be modified to accommodate scheduling requests; Jordal seconded. Motion carried.
Minutes were reviewed from the July 18, 2014 meeting. Members discussed corrections.

*Cogil moved to accept July meeting minutes as corrected.*  *Henning seconded.*  
*Motion carried.*

3. IDPH/HRSA & Budget Report  
Maggie Ferguson, IDPH
A written report of IDPH activities with budget report was submitted to the Council.

*Action – Ferguson provide update to the council on potential unobligated funds resulting for more accurate personnel cost projections.*

Huff moved to assign service task to assist with process of potential outreach activities for Money Follows the Person with the contractors.  *Henning seconded.*  
*Motion passed.*

Council reviewed dates for next fiscal year meeting of the council. The following dates correspond with the 3rd Friday of the first month of the quarter:

- July 17, 2015
- October 16, 2015
- January 15, 2016
- April 15, 2016

*Moravec moved to approve the meeting dates as corrected; Hall seconded.*  
*Motion passed.*

Ferguson shared that brochures about the council are running low and should be reordered. Requested input from the council.

*Action - A copy of the brochure will be sent out for comments and input with a deadline for responding.*

Ferguson handed out a copy of the HRSA grant activities outline which included outcomes and timeframes.

Ferguson submitted with the report an attached draft summary of the upcoming Community of Practice (CoP). Recruitment will begin next month with anticipation of starting meetings in December. An inquiry was made as to whether or not the council would be willing to provide financially support to activities/projects of groups participating CoP, such as printing. It was determined more information was needed regarding projects and the groups are welcome to submit to the council a proposal for funding consideration.

4. Prevention Task Force Report  
Johnson/Tell
Neither co-chair were present and no written report was available. Ferguson shared updates of Falls Prevention Awareness month activities in the IDPH report. Ferguson
also handed out a copy of the one page flyer HyVee produced for distribution via their pharmacies.

5. Service Task Force Report  Moravec/Cogil
Moravec submitted a written report to the council of service task force meeting notes and agenda for the upcoming meeting.

Brown distributed a copy of a printout from the University of Iowa TBI Registry. He shared that he reached out to Dr Duff as Chair of the council to get more information as he felt it was confusing due to the similarity of name with the TBI Registry that is used by IDPH for outreach.

**Action – Ferguson will reach out to Dr Duff and invite her to the January council meeting to provide more information.**

6. CSA Task Force Report  Hall
Hall reminded the group of the presentation and listening sessions by Telligen for the Core Standardized Assessment tool that will be identified for use with the HCBS BI waiver for eligibility and service allocation determination. Several members were able to participate in listening sessions. A formal request was made to IME and Telligen for a meeting. As a result, IME agreed that the process for identifying and implementing a new tool could be slowed down from the original timeline shared with the council.

**Break for Lunch at 12:05pm**

**Meeting reconvened at 1:05 pm.**

**Appointed Members rejoining the meeting were:**  T. Brown; D. Byrnes; R. Cogil; J. Durfey; M. Hall; M. Henning; K. Huff; R. Moravec; L. Wall

**Appointed Members rejoining by phone:**  J. Johnston; B. Murphy

6. Contractor report

**Iowa Association of Community Providers  Woodworth**
Woodworth submitted a written report to the council highlighting past quarter activities. An additional handout of needs assessment questions was submitted at the meeting. Input and feedback was sought from the council. Recommendation for adding qualifiers to the cognitive rehabilitation question to define what cog rehab is for the purpose of the assessment.
Additional questions were recommended for inclusion around co-occurring conditions and screening.
Woodworth shared that currently only 5 HCBS BI waiver provider agencies providing SCL currently have staff certified as Brain Injury Specialist (CBIS). It was recommended that a question be included to determine what agencies have staff who may have been through the ACBIS training course but did not receive certification.
7. State Agency Reports

**DHS/IME Report**
Moskowitz submitted a written report to the council. Items highlighted from the report included BI waiver wait list being at one of the longest. Slots are continuing to be released as part of the wait list buy down.
The group had discussion about the waiver potentially moving from wait list based on application date to a prioritized wait list.

**Action – the council asked that Moskowitz look into and report back the number of individuals receiving both BI waiver and Habilitation.**

A copy of an informational letter (no. 1436) re: HCBS settings transition plan public comment period was handed out by Moskowitz. Public comment will be open during November of 2014 and individuals should indicate which waiver/s they are providing comment on.

Davenport provided a verbal report to the council on DHS activities. A Community Integration Workshop was held and will meet a couple more times in November.

**Dept of Ed**
Samson provided a verbal report to the council. She invited suggestions from the council for topics that might be relevant for consideration for the 2015 Transition Conference. Point of clarification from Brown for definition of transition. For the purpose of this conference transition is from secondary education to post-secondary options with topics on living, learning, and work.

Samson shared that she knows that DE is working within juvenile justice but is not sure what type of screening might take place in that setting. Information was shared back to Samson that screening tools that have been used in corrections settings have been HELPS and the Iowa Brain Injury Screening Tool.

Samson also asked the council what information this group would like from her. There was discussion around how BI might be addressed in schools and renew support for the Brain Injury Resource Teams within the AEAs.

**Iowa Vocational Rehabilitation Services**
Bunkers provided an update to the council that stats from 2014 indicate there were 2205 successful employment placements, of which 32 of those were individuals with TBI. Bunkers commented that she will bring additional data to the meetings in the future regarding TBI cases.
Dept for the Blind
Reimers did not have a written report for the council during this meeting. Reimers introduced Julie Aufdenkamp, who is one of the transition counselors at the Department for the Blind. Aufdenkamp shared information about the transition program and that there are students on her caseload who have experienced brain injury.

Iowa Dept of Public Health
The IDPH representative was not present and a written report was not submitted. However Ferguson indicated that the report she submitted includes updates from across the Department that the council may be interested in.

7. Service and Training Partners (cont’d)

BIAIA Report
A written report was submitted to the council. Jensen also provided a handout of NRF data to share with the council. There was discussion about definition of “active” and “closed” cases as well as the regularity of follow up contact with clients.

University of Iowa Center for Disabilities and Development
A written report was submitted to the council. Lindgren shared that he appreciated the dialog earlier during the DE report regarding BIRT and insight provided from various members around the table.

9. Public Comment
There was no public comment.

10. Reminders and Adjournment
A motion was made to adjourn the meeting by Cogil. Meeting adjourned at 3:15pm

Minutes submitted by Maggie Ferguson, IDPH