***Attendees:***

|  |  |  |
| --- | --- | --- |
| ***Name*** | ***Representing*** | ***Attended*** |
| Berlow, Bob | MDLC | Yes (by phone) |
| Caughlan, Jan | Professional | Yes |
| Carney, Joan | Guest | Yes |
| Coppinger, Mary Lou | Family Member | Yes (by phone) |
| Danzler, Joyce | Injury Prevention | Yes |
| Edmonston, Anastasia | Guest | Yes |
| Elinoff, Laurie | Individual with TBI | Yes |
| Farmer, Denise | OHS | Yes |
| Fick, Niel | Guest | Yes |
| Harman, Pamela | Professional | Yes (by phone) |
| Hartman, Paul | Individual with TBI | Yes (by phone) |
| Helfrich, Marny | MSDE | Yes |
| Hutchinson-Troyer, Linda | BIAM | Yes |
| Kerrigan, Martin | Individual with TBI | Yes |
| Kirtz, Terry | Family Member | Yes (by phone) |
| Lauterbach, Margo | Professional | Yes (by phone) |
| Marion, Nikisha | BHA | Yes |
| Mays, Carol | MIEMSS | Yes |
| McElwee, Jamie | Professional | Yes |
| O'Dea, Stefani | BHA | Yes |
| Pugh, Bryan | BIAM | Yes |
| Rhinehart Mello, Catherine | Guest | Yes (by phone) |
| Starr, Caitlin | Guest | Yes |
| Walker-Pittman, Adrienne | Individual with TBI | Yes |
| Watrous, Cari | MDOD | Yes |
| Deely Wood, Christine | Family Member | Yes (by phone) |

***Absentees:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Anyadike, Grace | ADAA |  | Foxwell, Raymond | Law Enforcement |
| Baldwin, Angela | Individual with TBI |  | Furman, Janet | DDA |
| Blackfield, Anne | Staff |  | King, Nancy Senator | General Assembly |
| Boone, Judy | DORS |  | Waldstreicher, Jeff | General Assembly |
| Cernich, Alison | NIH |  | Williamson, Patricia | Children's Medical Svc |
| Davis, Corey | Individual with TBI |  |  |  |
| Eisenberg, Norma | Family member |  |  |  |

***I.*** ***Call to order:***

Meeting was called to order at 1:09 and meeting attendees introduced themselves. The agenda was amended to include Joyce Danzler’s presentation of the Maryland Injury Prevention Resource Guide.

***II.*** ***S.A.F.E. Subcommittee:***

Feedback from the Strategic Plan and Annual Report was discussed. There was concern that the Strategic Plan focused too much on prevention. Residential providers and additional training for staff at residential placements was also discussed.

***III.*** ***Partner Sharing:***

Adrienne Walker-Pittman, Laurie Elinoff, and Bryan Pugh shared.

Martin Kerrigan, Linda Hutchinson-Troyer, and Cari Watrous volunteered to share at the March meeting.

Mary Lou Coppinger and Jan Caughlan volunteered to share at the May meeting.

Following up on Bryan’s comments about the Brain Injury Association Conference, Stefani announced that there will be a TBI Advisory Board workshop at the conference. There will also be a state of Maryland resource table, which in the past has focused on Medicaid long term services and supports, but if other state programs want to put resources on the table, please contact Stefani.

***IV.*** ***Board Operating Guidelines:***

Terry has put together a draft and will discuss at the March meeting. One specific issue to be addressed is attendance at Board meetings and participation on committees. Stefani suggested that the subcommittee work on a final draft before sending to the entire Board.

***V.*** ***TBI Awareness Day:***

TBI Awareness Day will be held on March 9th, 2016 and will be hosted on the House side. The BIAMD will organize Brain Injury awareness activities and BHA will organize the TBI Advisory Board meeting logistics. Terry recommended that appointments be made for legislative visits. The 2016 report included a one page primer at the beginning that can be given out and used as a talking points. Focus should be on educating the new legislators on issues highlighted in the report. Bryan will make a copy of the full report for those who have an appointment. Terry will make a flyer to invite legislators to the meet and greet. The schedule for the day will be:

* + 8:30-10:00 – Breakfast Meet and Greet
  + 10:00-11:00 – Individual Meetings with Representatives
  + 11:00 – 1:00 – Board Meeting
  + 1:00 – Individual Meetings with Representatives

It was agreed that the SAFE subcommittee will not meet in March.

***VI: Presentation by Joyce Dantzler:***

Joyce gave an overview of the Maryland Injury Prevention Resource Guide and asked for feedback. Some suggestions from the Board were:

* Include gun safety
* Include how brain injury affects Marylanders, i.e. functional impairment, behavioral health, etc. Anastasia will provide data.
* Include a reference to the TBI Advisory Board
* Include rates of incarceration, homelessness, and substance abuse
* Less focus should be on concussion. Other causes of brain injury should be included.
* Include the cost of survivors of brain injury and not just those who have died from brain injury.

***VII: Strategic Planning:***

Strategic Goal 1 was reviewed and discussed. Section 1.1:

1. Stefani will schedule guest speakers and has already reached out to NASHIA to speak about TBI registries. The other recommendations for guest speakers were case management and mental health services not no speakers have been identified yet.
2. Board members need to identify opportunities to support cross-disability and ensure that the Board is represented.
   * Laurie suggested a session at the Maryland Rehabilitation Conference.
   * Stefani participates in Medicaid *Balancing Incentives Program/ Money Follows the Person* bi- monthly meetings related to long term services and supports, representing brain injury on the committee.
   * Bryan suggested
     + Abilities Network for Epilepsy Foundation
     + The Brain Tumor Foundation
     + American Stroke Association
     + Fall Prevention (Injury Council)

c) Council meetings that Board members attend:

* National Health Care for the Homeless Council
* MD Bicycle and Pedestrian Advisory Council
* Statewide Independent Living Council
* Concussion Task Force
* MD Trauma Quality Improvement Committee
* Partnership for a Safer Maryland
* Gaithersburg Providers Council
* National Council on Independent Living/Women’s Caucus
* MD Long Term Services and Supports Advisory Committee
* CARF Surveyor (Linda Hutchison Troyer)
* MD Rehabilitation Association

d) The Injury Council has some fall prevention programs; Stepping On and Tai Chi Moving for Better Balance.

e) Attendance sheets are being worked on by Chris

Section 1.2

1. There are some vacant positions on the TBI Advisory Board. There are also people who have been identified that have not been attending the meetings. The Board should identify who is not attending and recommend a replacement.
2. Terry has drafted a manual which will be reviewed in March.
3. In process
4. In process

Strategic Goal 2, Section 2.1

1. In process
2. In process
3. In process
4. In process

Section 2.2.

1. In process
2. In process

Strategic Goal 3, Section 3.1

1. Education sub-committee should meet before the March Board meeting to determine the goals of Strategic Goal 3.1 and request a meeting with MDSE.

Section 3.2

a) Stefani will talk to supervisor for guidance on how to move the recommendation forward and will report back to the Board by March.

1. The recommendation has been made by the Board but no feedback has been given.
2. Request data and an update on the intake process.

Due to time constraints, Martin recommended that the remainder of Strategic Goal 3 and the Subcommittee planning be discussed at the March meeting.

***VIII: Board Comments:***

There is a new support group starting on January 18th for individuals with TBI and their family members who may have substance abuse issues. The group will be held on the 3rd Monday of every month.

The March meeting will be held on March 9th in Annapolis and the agenda will include:

* Partner sharing; Linda, Martin, Cari
* Strategic Planning; March deadlines and continuing discussion on Goal 3
* Subcommittees needed in 2016

***IX: Adjournment:***

Meeting adjourned at 3:03.