***Attendees:***

|  |  |  |
| --- | --- | --- |
| ***Name*** | ***Representing*** | ***Attended*** |
| Blackfield, Anne | MDOD | Yes  |
| Caughlan, Jan | Professional | Yes |
| Carney, Joan | BIAMD | Yes |
| Coppinger, Mary Lou | Family Member | Yes  |
| Danzler, Joyce | Injury Prevention | Yes |
| Edmonston, Anastasia | Guest | Yes |
| Eisenberg, Norma | Family Member | Yes |
| Elinoff, Laurie | Individual with TBI | Yes (by phone) |
| Farmer, Denise | OHS | Yes |
| Furman, Janet | DDA | Yes (by phone) |
| Harman, Pamela | Professional | Yes (by phone) |
| Hartman, Paul | Individual with TBI | Yes (by phone) |
| Hutchinson-Troyer, Linda | BIAM | Yes (by phone) |
| Hutchinson, Marlana | Guest | Yes (by phone) |
| Kerrigan, Martin | BIAM | Yes |
| Kirtz, Terry | Family Member | Yes  |
| Lauterbach, Margo | Professional | Yes (by phone) |
| Marion, Nikisha | BHA | Yes (by phone) |
| Mays, Carole | MIEMSS | Yes |
| O'Dea, Stefani | BHA | Yes |
| Pugh, Bryan | BIAM | Yes |
| Rhinehart Mello, Catherine | Guest | Yes  |
| Roher, Dawn | Guest | Yes |
| Starr, Caitlin | Guest | Yes |
| Waldstreicher, Delegate Jeff | General Assembly | Dwayne (by phone) |
| Walker-Pittman, Adrienne | Individual with TBI | Yes |
| Watrous, Cari | MDOD | Yes (by phone) |
| Weaver, Buddy | Family Member | Yes |
| Deely Wood, Christine | Family Member | Yes (by phone) |

***Absentees:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Anyadike, Grace | ADAA |  | Jiggets, Yolanda | DHMH |
| Baldwin, Angela | Individual with TBI |  | Kaplan, Marsye | MSDE |
| Berlow, Bob | MDLC |  | King, Nancy Senator | General Assembly |
| Boone, Judy | DORS |  |  |  |
| Carney, Joan | BIAM |  | McElwee, Jamie | Professional |
| Cernich, Alison  | NIH |  | Peterson, Keisha | OGCSHCN |
| Davis, Corey | Individual with TBI |  |  |  |
| Foxwell, Raymond | Law Enforcement |  |  |  |
| Helfrich, Marny | MSDE |  |  |  |

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

 Meeting was called to order at 1:01 and meeting attendees introduced themselves. Martin announced that the **September meeting will be held on Wednesday, September 21st**, which is the 3rd Wednesday of the month.

***II.*** ***Webinar:***

 Susan Vaughn, Director of the National Association of State Head Injury Administrators, conducted a webinar on “State TBI Registries and Data Systems.” A question and answer session followed.

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

 Carole Mays shared information about Maryland Institute for Emergency Medical Services Systems (MIEMSS). After several questions about data collection, the Board was referred to the MIEMSS.org website to view the Annual Report and information on how to access data.

***IV. Subcommittee Updates:***

 **S.A.F.E. discussed:**

* The need for more diverse training for direct care staff and using a direct care college.
* Working towards a seamless path to individuals with TBI to work through the system.
* What is the status of case management and should it be re-visited? Bryan updated the Board about a meeting with the Deputy Chief of Staff for Governor Hogan. Another meeting is scheduled in early August with the Deputy and the Department of Disabilities to re-visit this topic and also discuss TBI and the correctional system.

**Education:**

Committee met with Delegate Luedtke from Montgomery County to discuss the recommendation to improve screening for students. Committee is researching the use of the HELPS tool as a screening tool in the school process.

**Brain Injury Waiver/Long Term Care:**

Earlier meetings in the year focused on the renewal of the waiver which has now been submitted and waiting for approval. At the last meeting, the recommendations for this year’s annual report were discussed. Stefani gave feedback that the waiver was changed as a result of one of last year’s recommendations to help waiver participants achieve better employment opportunities.

***V. TBI Advisory Board Manual:***

 Clarification on new member orientation, a buddy system, the possible creation of an Executive Committee and table tents were discussed. Every new member should receive a copy of the manual and get an orientation in the hour prior to the Board meeting. ***A motion was made to approve the Board manual with the changes discussed. The motion was seconded and unanimously approved.***

***VI: Announcements:***

* + Eat A Peach is scheduled for August 13th. Details are on the BIAM website
	+ Call for presentations for the 2017 Conference is also on the events tab of the BIAM website
	+ Scarecrow is on October 2nd on the UMBC Campus. Details will be available next week.
	+ Anne Blackfield and Norma Eisenberg will be partner sharing at the September meeting.
	+ A draft of recommendations from subcommittees need to be completed by September meeting.

***VII: Adjournment:***

 Meeting adjourned at 3:01.

***Summary of Action Steps:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Topic*** | ***Discussion*** | ***Action to be Taken*** | ***Responsible*** | ***Planned Completion*** | ***Status*** |
| Summary of action steps. | Create a table at the end of the minutes with summary of action steps | Set reminders in Google calendar to follow up with Board members on assigned Action Steps | Stefani | Ongoing |  |
| Partner Sharing follow-up. |  | Presentation by Jan Caughlan about Healthcare for the Homeless | Jan Caughlan | At future Board Meeting |  |
| Executive Committee |  | Form an Executive Committee | Board chair and staff | November 2016 |  |
| Annual Report | Recommendations for the report | Subcommittees should have a draft of recommendations  | Sub-committee chairs | By September Board meeting |  |