

Traumatic Brain Injury Advisory Board  
Board Meeting Minutes  
March 7, 2018

Attendees:

| <u>Name</u>                                  | <u>Representing</u> | <u>Attended</u>   |
|--|---------------------|-------------------|
| Baldwin, Jeronica                            | OHS                 | Yes               |
| Bastinelli, Sandra                           | Individual with TBI | Yes               |
| Berlow, Bob                                  | MDLC                | Yes               |
| Cadenhead, Larry                             | Family Member       | Yes               |
| Carny, Joan                                  | BIAM                | Yes               |
| Danzler, Joyce                               | Injury Prevention   | Yes               |
| Eastman, Jennifer                            | MDOD                | Yes               |
| Eisenberg, Norma                             | Family Member       | No                |
| Fick, Niel                                   | Guest               | No                |
| Foxwell, Raymond                             | Law Enforcement     | No                |
| Furman, Janet                                | DDA                 | No                |
| Gallagher, Amanda                            | Professional        | Yes               |
| Harman, Pamela                               | Professional        | Yes (by phone)    |
| Hartman, Paul                                | Individual with TBI | Yes (by phone)    |
| Helfrich, Marny                              | MSDE                | No                |
| Hutchinson-Troyer, Linda                     | BIAM                | No                |
| Kerrigan, Martin                             | BIAM                | Yes               |
| Kirtz, Terry                                 | Guest               | Yes               |
| Mays, Carole                                 | MIEMSS              | Yes (by phone)    |
| Marion, Nikisha                              | Staff/BHA           | Yes               |
| O'Dea, Stefani                               | BHA                 | Yes               |
| Pugh, Bryan                                  | BIAM                | Yes               |
| Rhinehart Mello, Catherine                   | Guest               | Yes               |
| Schoenbrodt, Lisa                            | Professional        | Yes (by phone)    |
| Starr, Caitlin                               | Guest               | Yes               |
| Synovec, Caitlin                             | Guest               | Yes               |
| Terry, Jarrod                                | Guest               | Yes               |
| Thomas, Stephen                              | HCPD                | No                |
| Waldstreicher, Delegate Jeff<br>(ex-officio) | General Assembly    | Duwane (by phone) |
| Weaver, Buddy                                | Family Member       | No                |

Traumatic Brain Injury Advisory Board  
Board Meeting Minutes  
March 7, 2018

---

**Absentees:**

|                              |                     |                                  |                     |
|------------------------------|---------------------|----------------------------------|---------------------|
|                              |                     | King, Senator Nancy (ex-officio) | General Assembly    |
| Boone, Judy                  | DORS                | Peterson, Keisha                 | OGCSHCN             |
| Cernich, Alison (ex-officio) | NIH                 | Ruff, Melissa                    | Family Member       |
| Elinoff, Laurie              | Individual with TBI | Walker-Pittman, Adrienne         | Individual with TBI |
|                              |                     |                                  |                     |
|                              |                     |                                  |                     |

**I. Call to order:**

Meeting was called to order at 11:07 and meeting attendees introduced themselves.

**II. Approval of Meeting Minutes:**

A motion was made to approve the January 10, 2018 meeting minutes. The motion was seconded and unanimously approved.

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

No report. Committee did not meet.

**IV. Partner Sharing:**

Lisa Schoenbrodt shared information about her professional experience in the brain injury field.

**V. TBI Advisory Board Report and Primer:**

Copies of the report and the one page primer were available at the Brain Injury Awareness fair held this morning in the House Office building. The report has also been added to the TBI Advisory Board webpage and the BIAMD website.

The report was not finalized by the Department and the Governor's office until last week although it was submitted in October and due to the Governor in November. Several board member expressed frustration with this delay and questioned whether a state agency has a legal right to hold up a report that is to be developed by an independent board.

**VI. March Brain Injury Awareness Month Activities:**

- A. TBI Advisory board meeting and Legislative BI awareness day activities held today in House office building**

Traumatic Brain Injury Advisory Board  
Board Meeting Minutes  
March 7, 2018

---

The event was well attended. Bryan Pugh thanked Terry Kirtz for helping to organize it. Terry emailed every legislator with an invite.

In the past, there were no legislative issues to push but this year, there were 2 bills initiated by advisory board members and 7 additional bills related to brain injury. Bill status was reviewed.

In the future, members of the General Assembly will be invited to speak at the event.

Also need to make sure microphones are available for speakers in the future.

The Statewide Independent Living Council has a legislative committee that plans their events. Maybe BIAMD or TBI Advisory Board should consider this in future.

B. The **BIAMD Annual Conference** will be held March 15-17 at the Radisson Hotel in Timonium. Stefani encouraged the Board to attend.

C. **TBI Awareness day on Capitol Hill March 20<sup>th</sup>**

**VII: Federal Grant Opportunity:**

Stefani explained the federal TBI grants that the Behavioral Health Administration will be applying for. They are intended for state lead agencies to develop infrastructure within the state. There is a requirement to focus on behavioral health.

**VIII: New Business/Board Member Announcements:**

TBI Advisory board chairperson election is May 9

**IX: Remaining 2018 Meetings:**

May 9, July 11, Sept 5, Nov 14, 1-3 p.m. at MDOT. SAFE Committee meets at noon.

**X: Adjournment:** Meeting adjourned at 3:00.

**Summary of Action Steps:**

| <i>Topic</i>             | <i>Discussion</i>   | <i>Action to be Taken</i>   | <i>Responsible</i>    | <i>Planned Completion</i> |
|--------------------------|---|---|-----------------------|---------------------------|
| 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                   |
| Executive Committee      |   | Form an Executive Committee   | Board chair and staff | November 2016             |

Traumatic Brain Injury Advisory Board  
Board Meeting Minutes  
March 7, 2018

|                           |                                     |                                |                  |                           |
|---------------------------|-------------------------------------|--------------------------------|------------------|---------------------------|
| Partner Sharing Follow-up |                                     | Presentation on ABLE Account   | Anne Blackfield  | At future Board meeting   |
| Partner Sharing           |                                     |                                | Lisa Schoenbrodt | March Meeting             |
| Partner Sharing           |                                     |                                | Amanda Gallagher | March Meeting             |
| Strategic Plan            |                                     | Update on Strategic Plan goals |                  | Every January             |
| Standing Agenda Item      | Parking Lot Issues in Annual Report |                                |                  | All future Board meetings |

**Annual Report- Parking Lot Items:**

| <b><i>Issue</i></b>   | <b><i>Person(s) introducing issue</i></b> |
|---|---|
| Law enforcement- risk of brain injury and return to duty guidelines | Ray Foxwell                               |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |