

Texas Brain Injury Advisory Council
DRAFT Meeting Minutes
October 19, 2020
2:00 p.m.

Location: Microsoft Teams Live Event

Texas Brain Injury Advisory Council member attendance at the October 19, 2020, meeting.

MEMBER NAME	IN ATTENDANCE
Bailey, Whitney	Yes
Baysden, Marivel	No
Cook, Heather	Yes, joined 2:40
Foster, Patti	Yes
Kunz, Donna	Yes
McKnight, Sandra	No
Moody, James	Yes, joined 2:10
Morgan, Austin	Yes
Nguyen, Dr. Benjamin	Yes
Padilla, Maritza	Yes
Patterson, Jennifer	Yes
Simpson, Mikael	Yes
Thottakara, Dr. John	Yes
Tiemeyer, Donna	Yes
Wolf, Dr. E. George	Yes

Agenda Item 1: Call to Order

Ms. Sallie Allen, Advisory Committee Coordination Office, HHSC, called the meeting to order at 2:04 p.m. Ms. Allen welcomed everyone in attendance, provided meeting logistics, called roll, and noted a quorum was present.

Agenda Item 2: Introduction of Council Members

Ms. Allen asked council members to provide a 2-minute introduction as to why they wanted to serve on the committee and their brain injury experience. Each member in attendance provided an introduction.

Agenda Item 3: Opening Remarks

Mr. Joe Perez, Deputy Associate Commissioner, Rehabilitative & Independence Services, HHSC, provided opening remarks to the Texas Brain Injury Advisory Council (TBIAC) Members. Mr. Perez introduced Ms. Dee Ann Budgewater, Deputy Executive Commissioner for Health, Developmental, and Independence Services. She acknowledged new members and recognized those members whose term end in December 2020.

Ms. Budgewater provided an update including:

- COVID 19 impact
- Update on Service Delivery
- Importance of the council's feedback, and recommendations

Agenda Item 4: Election of Officers: Chair and Vice-Chair

Ms. Allen announced the election of the Chair and Vice-Chair of TBIAC and presented the proposed procedure for the election of officers and election process. A roll call vote was conducted and the procedures to elect officers were unanimously approved. Ms. Allen asked for nominations and Dr. Benjamin Nguyen volunteered as a single nominee for Chair of TBIAC. Ms. Allen requested a motion by acclamation.

MOTION:

Ms. Patti Foster moved to elect Dr. Nguyen as the Chair of TBIAC. Dr. John Thottakara seconded the motion. A roll call vote was conducted, and the motion carried with no objections. Dr. Nguyen was announced as the Chair of TBIAC.

Ms. Allen asked for nomination for Vice-Chair of TBIAC. Ms. Foster nominated Ms. Heather Cook for vice-chair. Ms. Cook accepted the nomination as a single nominee and Ms. Allen requested a motion by acclamation.

MOTION:

Ms. Patti Foster moved to elect Ms. Cook as Vice-Chair of TBIAC. Dr. Nguyen seconded the motion. A roll call vote was conducted, and the motion carried with no objections. Ms. Cook was announced as Vice-Chair of TBIAC.

Agenda Item 5: Review and Approve July 20, 2020 Meeting Minutes

Ms. Allen asked members to review the draft July 20, 2020 meeting minutes and for any needed edits or changes. Ms. Allen requested a motion to approve the draft minutes.

MOTION:

Dr. John Thottakara moved to approve the draft July 20, 2020 meeting minutes as presented. Ms. Patti Foster seconded the motion. A roll call vote was conducted, and the motion carried with no objections.

Agenda Item 6: Review and Approve the July 31, 2020 Meeting Minutes for TBIAC Executive Committee

Ms. Allen asked Executive Committee members to review the draft July 31, 2020 meeting minutes and for any needed edits or changes. Ms. Allen requested a motion to approve the draft minutes.

MOTION:

Ms. Patti Foster moved to approve the draft January 31, 2020 meeting minutes as presented. Dr. E. George Wolf seconded the motion. A roll call vote of the Executive Committee members was conducted, and the motion carried with no objections.

Ms. Allen introduced Ms. Keisha Rowe to provide an announcement regarding the Executive Committee. Ms. Rowe advised the executive committee was largely used to develop agenda items for the full council meeting. To be transparent and collaborative, it was determined to discontinue the TBIAC Executive Committee. Going forward, the full council meeting would be utilized to gather topics and feedback for agenda items for future meetings. This will allow all council members the opportunity to provide input and guidance on all areas of council activities.

Agenda Item 7: Committee updates

Ms. Allen turned the meeting over to Dr. Nguyen, the newly elected chair of TBIAC, to obtain updates from TBIAC committees and to make committee appointments for new members.

- Education and Awareness and Services and Support committee update was provided by Ms. Patti Foster. Ms. Foster reported committee's discussion and future planning regarding the Family Navigator and Peer to Peer model interventions with individuals and families experiencing brain injury.
- Legislative and Policy Committee update was provided by Dr. Thottakara, highlights included:
 - Prevention of TBI and possible recommendations to helmet laws
 - The role of the committee and reaching out to Legislators and advocacy groups to get more insight into the issue
 - Reviewing TBIAC bylaws to present to full committee in Summer of 2021
 - Opportunities for cross committee collaboration
- Database Review Committee update was provided by Dr. Wolf, highlights included:
 - Updating brain injury information for the legislative report
 - Identifying ICD-10 codes related to brain injury to submit to Texas, CDC and other collecting databases
 - Looking at data to assist with helmet recommendations and best practices

Table below represents current and newly assigned members to TBIAC committees as referenced in the meeting.

Education and Awareness/Services and Support	Legislative and Policy Committee	Data Review Committee
Ms. Patti Foster (Chair)	Dr. Thottokara (Chair)	Dr. E. George Wolf (Chair)
Dr. Benjamin Nguyen	Dr. E. George Wolf	Mr. Jimmy Moody
Ms. Donna Kunz	Ms. Heather Cook	Mr. Mikael Simpson
Mr. Austin Morgan	Ms. Donna Tiemeyer (newly appointed)	Ms. Jennifer Patterson (newly appointed)
Ms. Marivel Baysden	Ms. Maritza Padilla (newly appointed)	Ms. Whitney Bailey (newly appointed)
Ms. Maritza Padilla (newly appointed)	Ms. Sandra McKnight (newly appointed)	

Agenda 8: Review and approve the TBIAC Fiscal Year 2020 Report to the HHSC Executive Commissioner.

Dr. Wolf lead the discussion from the presentation titled *Texas Brain Injury Advisory Council Report to the Health and Human Services Commission Executive Commissioner*. Highlights of the report included an overview of the following sections of the report:

- Background
- Council Dates and Attendance
- Council Actions and Accomplishments
- Future Council Activities
- Council Associated Cost

Dr. Nguyen asked for questions and requested a motion to approve the Draft Fiscal Year 2020 TBIAC Report to the Executive Commissioner.

MOTION:

Ms. Patti Foster moved to approve the Draft Fiscal Year 2020 TBIAC Report to the Executive Commissioner as presented. Mr. James Moody seconded the motion. Ms. Allen conducted a roll call vote, and the motion carried with no objections.

Agenda Item 9: Review and approve the TBIAC 2020 Report Presented to the Texas Legislature

Dr. Nguyen asked for questions and requested a motion to approve the Draft 2020 TBIAC Legislative Report.

MOTION:

Ms. Patti Foster moved to approve the Draft Fiscal Year 2020 TBIAC Report to the Texas Legislature as presented. Ms. Donna Kunz seconded the motion. Ms. Allen conducted a roll call vote, and the motion carried with no objections.

Agenda Item 10: Overview of Council bylaws update project

Dr. Nguyen, provided an overview of the need to review TBIAC bylaws by the end of 2021. Dr. Thottakara offered that the Legislative and Policy Committee was aware of the timeline and were expecting to have a draft ready for review by Summer 2021.

Agenda Item 11: Office of Acquired Brain Injury Program announcements

Dr. Carrie Bradford, Program Manager, Office of Acquired Brain Injury (OABI), provided information and announcements related to the program. Highlights included:

- *Falls Prevention* card and *Myths and Facts* card are now posted on the OABI websites (English and Spanish) for download or to order through the HHS online ordering system, Pinnacle.
- HHSC Social Media Coordinator to provide awareness messages recognizing Concussion Awareness Day (9/18) and Falls Prevention Week (9/21-9/25). Awareness message for World Stroke Day at the end of October (10/29).
- Nine OABI staff and three TBIAC members attended the National Association of State Head Injury Administrators virtual conference.
- Preparation for the virtual Brain Injury Awareness Month celebration with more information to come.
- Ongoing technical assistance from The National Center of Advancing Person-Centered Practices and Systems (NCAPPS).
- Status of open TBIAC positions
- Update of the Texas Government Code Chapter 534, Chapter C, as amended by House Bill 4533, 86th Legislature, Regular Session (2019) and the STAR+PLUS pilot program

Agenda Item 12: Public Comment

Dr. Nguyen opened the meeting to public comment, however there were no written or oral public comment submitted.

Agenda Item 13: Preparation for next meeting – January 25, 2021

Dr. Nguyen asked for any agenda topics for the next meeting, which is scheduled for January 25, 2021. No suggestions were offered, and members were encouraged to email suggestions to the pertinent HHS staff. Ms. Allen reminded the council that the agenda must be publicly posted a minimum of nine days prior to the scheduled meeting.

Agenda Item 14: Announcement of 2021 tentative meeting dates

Dr. Nguyen announced the tentative 2021 TBIAC meeting dates of January 25, April 19, July 19, and October 18, 2021. Members were requested to note these dates for future meetings. Due to COVID-19, the format or location is not finalized yet and will be shared as soon as it becomes available.

Agenda Item 15: Adjourn

Dr. Nguyen adjourned the TBIAC meeting at 4:08 p.m.

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Following is the link to the archived recording of the October 19, 2020 Texas Brain Injury Advisory Council (TBIAC) meeting. It is available up to two years from the meeting date.

<https://texashsc.swagit.com/play/10192020-1522>

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