

## **Texas Brain Injury Advisory Council**

### **Committees**

The Texas Brain Injury Advisory Council (TBIAC) is comprised of three committees that align with the TBIAC by-laws. Committees are considered ad hoc unless specifically referenced in the TBIAC by-laws. All committees must adhere to the TBIAC by-laws. In addition, committees formally identified in the TBIAC by-laws may choose to establish committee specific by-laws.

TBIAC members are required to participate on one or two committees. Each committee is comprised of at least 2 and no more than 8 TBIAC members. These committees are comprised exclusively by TBIAC members appointed by the TBIAC Chair.

Each committee is headed by a Committee Chair, elected by a simple majority of its membership, who acts as a liaison to the TBIAC. The TBIAC Committee Chair is required to provide an update on the Committee's work at the regularly scheduled TBIAC meetings. Committees must keep minutes of all meetings.

Each committee will be assigned a State staff support person who will attend all committee meetings. Committee meetings are conducted in accordance with the Open Meetings Act, Texas Government Code Chapter 551. The TBIAC is not a "governmental body" as defined in the Open Meetings Act. Note, committees are not required to take public comments during their meetings.

Member expectations:

- Attend and participate in committee meetings
- Review agendas and other information sent prior to each meeting
- Participate in discussions at meetings
- Complete action items assigned
- Provide subject matter expertise
- Meet deadlines established

## **Education and Awareness, Services and Supports Committee**

The Education and Awareness, Services and Supports Committee reviews and reports to the TBIAC regarding appropriate services and supports for Texans with a brain injury to enhance health, recovery, and living with a brain injury. Identifies gaps and opportunities to provide effective and timely information, education, and training regarding prevention and resources to improve outcomes and help survivors and families.

Current projects include developing the procedures and education for a peer mentorship program.

## **Legislative and Policy Committee**

The Legislative and Policy Committee reviews and reports to the TBIAC on legislative activities, identifies and follows legislation and other policy-making and funding activities that may impact Texas brain injury services. Provides resource information, as requested.

This committee also reviews and participates in developing the biennial legislative report that is submitted to the HHS Executive Commissioner and the Texas Legislature.

Current projects include identifying priorities for the next legislative session and making connections with legislators to educate them on the needs of brain injury survivors. This committee does not participate in legislative activities in the name of the TBIAC or any other state agency.

## **Database Review Committee**

The Database Review Committee identify and review current database collections to evaluate and make recommendations to more accurately collect brain injury data. Additionally, this committee will review and analyze data and outcomes related to state programs serving individuals with brain injuries.

Current projects include identifying databases/statistical reports with brain injury information to update data and references in required reports.