

Vermont Traumatic Brain Injury Advisory Board

Officers

Chairperson:

Vice-Chair:

Secretary:
Position Vacant

TBI Staff:
Adèle Edelman,
Erin Weaver,
Glen McClintock,
Samantha Baraw,
Jane Culver



TBI Steering Committee Meeting September 9, 2009 Weeks Building, Waterbury, Vermont

Present: Glen McClintock, Erin Weaver, Maureen Mayo, Trevor Squirrell,
Jim Vynak, Notetaker: Jane Culver

Introductions/Announcements

Jim Vynak will be stepping down as chair after the board retreat.
He will remain a member of the Advisory Board.

BIA-VT update (Trevor)

TBI CONFERENCE

- Trevor passed out the TBI Conference brochures. They were mailed out recently.
- The Art Show will be brought back at this year's conference. The Art calendar is being discontinued.
- The Conference caregiver panel needs more participants.
- They are waiting for nominations for the conference awards.
- Erin will share information with the BIA-VT on food prices from the 2007 conference.
- Things are on track and waiting to see what affect the economy will have on registration

OTHER UPDATES

- Steve Wade is talking with Sue Tidd of the BIA in Maine. She has time to give and might be available to help the BIA-VT with events.
- Barb Winters is full time –half time information referral/outreach and half time working with the NRFs. She understands the organization and knows resources. She is an occupational therapist and trainer for Professional Nurses.
- Kelly Patten is an NRF working half time in the Rutland area.
- Larry Lewack is the NRF working half time in the Chittenden County region. He also works half time with Dr. Simpatico with the mental health court.
- Jessica LeBlanc is the half time office administrator and newsletter coordinator. She also works with Barb on IR stuff. She knows lots of resource information.
- Shelia Hobbs is no longer the job developer. The search has been reopened.
- The Washington County NRF job has been advertised. The resumes are currently being reviewed.
- The BIA-VT is collaborating with the National Association of Social Workers and the Traumatic Brain Injury Program of the Vermont Agency of Human Services to offer a training called Traumatic Brain Injury & Vermont's Returning Veterans; A Collaborative Approach. It takes place on November 6th at the Sheraton in

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Burlington. This will help put the BIA-VT front and center so professionals will get more familiar with them.

TBI State Program update (Erin)

- The Quality Management staff that reviews TBI providers has been affected by the state personnel cuts and retirements. There are currently only two Quality Assurance reviewers for all Developmental services. At one time there were 14.
- People calling the State TBI Program are confused about NRF services and State TBI Services.
- Currently the State TBI program is serving 72 people. There are 3 or 4 people on the long term wait list.
- Yearly about 3300 people go through VT emergency rooms for head related injuries with only 400 a year being hospitalized.

NRF System Update (Glen and Trevor)

- The Leahy Earmark has been submitted and we're awaiting comments. It will then be sent to the clearinghouse for final approval.
- In October we will be applying for funding through a HRSA Grant. This year funding will be extremely competitive as there are only 4 or 5 grants available for the 32 states that are eligible to apply. Our application will focus on training, public awareness and building the capacity of the BIA-VT for sustainability.

Setting Agenda for Advisory Board Meeting

- We would like the Boards advice on how to move forward concerning filling vacant positions and recruiting new members. Leadership is an issue as Jim stepping down as Chair and the vice-Chair and secretary positions are vacant.
 - The Chair directs meetings, helps set the agenda and moves things forward.
 - The Secretary reviews minutes, an oversight role that coordinates with the TBI administrative staff.
 - The Vice chair stands in for the Chair when absent and should be familiar with minutes, calls meetings to order and helps run meetings.
- Contact people about being on the Advisory Board and bring up leadership at the retreat. New member recruitment:
 - Anna King – Glen will contact her.
 - Kim Patten has facilitation abilities.
 - Linda King would be great
 - Barb Winters – possibility. Ask her to attend the retreat.
 - Provider member – HCRS is interested and Sterling Area Services – Sarah Shirley has always been motivated around TBI.

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The Board can help manage the process so we get the kind of people we want on the board. Limit choices and ask the Board who they think could contribute.

Leadership is another issue

Create a small leadership committee to deal with the open positions and will make calls and do outreach.

Make new members official.

We need help form the Board to move forward with the best plan possible when applying for the HRSA grant.

- What target audiences will give more weight to the grant?
- The State can't build capacity due to lack of FTE.
- Have BIA take over the public awareness piece.
- Find ways to integrate TBI issues into existing training capacities.
- Fund additional training in TBI issues with the Department of Mental Health.
- Employment piece in connection with VR around funding employment positions for people with disabilities.
- Target high risk populations and collaborate with other agencies.

Use the Board to inform the process. What other organizations do we need to collaborate with around training, public awareness and employment.

Awareness raised but we don't have capacity to serve. How can TBI Advisory Board have a more active role in increasing trainings?

- Come up with specific ideas.
- Focus on institutions that aren't state agencies i.e. schools.
- Take high risk populations on
- How can we look at training initiatives around them?
- Rank the high risk populations and decide who are the most important to focus trainings on.
- Identify people in high risk areas. Start with frame work on how to collaborate.

Need Board's information to prioritize.

Who should our collaborators/partners be in each area?

Members can accomplish the brainstorming ideas and take the initiative in their communities

Revisit State Plan and Needs Assessment every five years.

Look at statistics and put together information on what we are doing or what has been done in each high risk group.

- Ranking, who our partners should be and how it would look.

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Traumatic Brain Injury Program

Vermont Agency of Human Services

- NRFs coming on line can follow through with TBI awareness ideas.
- Need to motivate board members to be more active in their communities.
- Revisit personal responsibility around awareness.
- Prioritize population. What has been accomplished in the past. Who should our partners be in these areas?
- Bring timeline and add what has been done in the last year.
- What we are doing with the past HRSA funding and why the Earmark money is needed.
- How to get the board more excited and involved. Three things we do in our community after the retreat meeting.
 - Introductions – give one reason why they are here.
 - At end of the meeting give a small task to each member to do during next 3 months.

Meeting adjourned at 11:45 AM.

Upcoming Meetings:

TBI Advisory Board Meeting

Thursday, September 17, 2009 at Erin Weaver's house in Jericho, Vermont

Respectfully submitted,
Jane Culver
Administrative Assistant