

Traumatic Brain Injury Trust Fund Board Meeting

MINUTES

APRIL 17, 2015

8:30 A.M. – 11:30 P.M.

CDHS

MEETING CALLED BY	Debbie Boyle
FACILITATOR	Debbie Boyle & Judy Dettmer
NOTE TAKER	Joyce Tucker
BOARD MEMBER ATTENDEES	Sena Harjo, Catie Johnston-Brooks, Debbie Boyle, Jennie Munthali, Danny Mistry Helen Morgan
BOARD MEMBER ATTENDEES BY PHONE	Wendy Turman, Laetitia Thompson, Dannis Schanel, Jeff Cuthbert, Susie Charlifue, Leo Jaramillo, Indira Gujral
ABSENT	
PROGRAM STAFF ATTENDEES	Judy Dettmer, Regina Rodriguez & Joyce Tucker
GUEST(S)	

Agenda topics

15 MINUTES

WELCOME & ANNOUNCEMENTS

DEBBIE BOYLE

DISCUSSION			
	<ul style="list-style-type: none"> Special Announcements: Judy – Congratulations to Danny Mistry, Wendy Turman, and Indira Gujral – Board Confirmations Hearing April 18, 2015. Discussed having the August Trust Fund Board meeting in Grand Junction, August dates, 21st or 28th Announcement: Education Grants have gone out. Save the Date: upcoming conferences: National Association of State Head Injury Administrators Conference (NASHIA) – October 26-29, 2015 will be coming to Denver. Judy is the president of the board of directors and co-chair of the conference. It would be good to have a strong presence. If you would like to attend please let Joyce know. The program will cover the registration cost. The Brain Injury Alliance of Colorado's conference (BIAC) will be November 5th and 6th. Again please let Joyce know if you would like to attend. We will pay for your registration. 		
CONCLUSIONS	Regina requested that committees submit a budget with a breakdown of what expenses they may incur for the next fiscal year by July 1, 2015.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Please let Joyce know if you are interested in attending either the National Association of State or the Brain Injury Alliance Conference			

5 MINUTES

REVIEW OF MINUTES

DEBBIE BOYLE

DISCUSSION	February Minutes were reviewed		
CONCLUSIONS	Motion to Approve – Leo Jaramillo; Seconded – Catie Johnston-Brooks; All approved		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

5 MINUTES

BOARD VACANCIES AND RECRUITMENT

JUDY DETTMER

DISCUSSION	<ul style="list-style-type: none"> • Currently have four vacancies: Debbie, Susie, and Tish and Sena's first term. • Three applicants – Dr. Robert Adams, Psychiatrist Colorado Springs, VA, semi-retired; Marilyn Leff, personal experience and epidemiologist; Jeffrey Santelli, Douglas County Sherriff's Department, crisis intervention training • Move forward with these three candidates • Draft a packet for clearance of the Executive Director • Wendy has an interested party, Bill Wosilius in being on the Board • Keep recommendations coming 	
CONCLUSIONS	Sena will reapply for her second term. Three applicants will be recommended to the Department.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Judy will submit recommendation for clearance within the Department once all applications are received.	Judy	May 31, 2015

15 MINUTES

PROGRAM REPORT

JUDY DETTMER

DISCUSSION	<p>REVNUE REPORT:</p> <ul style="list-style-type: none"> • Revenue report – Regina Rodriguez - Spending Authority \$3,311,937 money which the program is allowed to spend. On average we bring in between \$2 and \$2.2 million dollars each year in revenue • This year the program budgeted for 2 million, and projected that the Trust Fund generates on average between \$140,000-\$150,000 monthly in revenue which will be at \$2.1 million this year • Catie – if we are getting money from marijuana related traffic offenses. Judy indicated that we don't know because they are with all DUI/DWA surcharges • Payment for surcharges could be a two year lag time or more • Wendy asked if most of the revenue comes in early in the year, or if we are collecting pretty continually? Do we expect that the last three months will be greater than \$140,000? Regina indicated the last part of the year tends to be a little higher in terms of the dollar amount we collect because we have a 13th month in the state system, we collect revenue in June that post in July • DUI/DWAI, state offenses as well as state speeding violations go through the Department of Revenue and the Department of Judicial. The department of Judicial receives the funds and then transfer them to Brain Injury program; one lump sum monthly. State offences are managed through County Court. • Municipal speeding conviction surcharges come from the Municipalities and they send us a check. • Debbie asked if there might be revenue available for committees if necessary to implement their goals such as vision and outreach • We have funds available for community outreach and education programs <p>RFP:</p> <ul style="list-style-type: none"> • Judy – RFP looking at all services to be included in one Request for Proposal; Intake, eligibility, adult case management, youth education management consultation and outreach into one RFP. Writing it so that we can pull the different pieces out and fund them separately if necessary • Issuing RFP in January • Committee members to help with drafts 	
CONCLUSIONS	Get a quarterly report which would break down which counties are reporting funds. Possible notification to the municipalities of the of the program move. Judy will compose a team to meet with City Officials to educate them of what the Trust Fund does in terms of services for the community.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
RFP Draft	Judy, Regina, Leo, Tish, Wendy	July 2015

30 MINUTES

VISION AND OUTREACH

SENA AND HELEN

DISCUSSION	<p>Prezi Presentation:</p> <ul style="list-style-type: none"> • Link - http://prezi.com/o_ny364yfdfj/?utm_campaign=share&utm_medium=copy • Sena and Helen presented the draft to the board; want to finalize by July 1, 2015. 	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Review/send feedback to Sena or Helen by May 8 th for finalizing the prezi. If you would like to change/add to your BIOs send your information	All Board Members	May 8, 2015

DISCUSSION	<p>Program Move</p> <ul style="list-style-type: none"> Judy gave an overview of the history of the program location within the Colorado Department of Human Services (CDHS). The program is placed within CDHS via statute but the specific location within CDHS is not indicated. Judy indicated that we have been looking to move the program for the last couple of years from the Department of Vocational Rehabilitation (DVR) primarily because of 'fit and mission', but also about support in terms of availability of support in elevating our program at the executive management level within CDHS and people understanding what we are trying to accomplish. We now have the opportunity to further explore the placement of the program since the Division of Vocational Rehabilitation is moving to the department of Labor and Employment which is being done via legislation initiated by the governor and the JBC. Legislature is re-aligning the federal Work Investment Opportunity Act (WIOA). Judy has met with the following: Deputy Office Director of Community Programs at OBH, Liza Tupa; Office Director of Children Youth and Families, Robert Werthwein, the Division Director of Community Programs at the Office of Early Childhood, Mary Martin; Colorado Department of Public Health and Environment, Shannon Brietzman and Lindsey Myer; and the Office Director of the Office of Community Living at the Department of Health Care Policy and Finance, Jed Zigenhaggen Leo indicated that OBH is very supportive of the program move to the department. Regina, easy transition since we're already within CDHS. Leo, it's the importance of having support as well as structure but also the balance with autonomy as the board wants to be able to work independently and have a specific purpose and values and not have to feel that it has to come within and change the way it operates in order to meet set perimeters within the office. Danny, are there any for seeable cons or problems with moving to Health Care Policy and Finance (HCPF) Judy, I see the issue with moving to HCPF is that HCPF is Medicaid focused. It's complicated in terms of both mission and finance. Cash funds vs Medicaid funds and how does that even look in terms of cost accounting? Judy, not to go immediately to HCPF as our own little entity. If we go to OBH and they move to HCPF, then you're being moved in with a whole system where we could be more supported. I like the Office of Behavioral Health as my first choice. The Office of Early Childhood, is focused on 0-8 years of age. The department of Public Health primary focus is prevention. Leo, suggest having a conversation with the Office Director of Children Youth and Families Robert Werthwein. OBH – Best fit, mission focused, attention treatment/prevention/substance abuse use/mandate for mental health early intervention, cash fund/drunken driving, law enforcement assistant fund, community providers, health cabinet consist of CDPHE, HCPF, & Human Services, located within CDHS. OBH strong/significant value, jail base, supportive, Administrative side, a lot of touch points with Judicial with regards to cash funds, persistent drunk driver, law enforcement assistant fund, contracts and procurement to community providers throughout the state. CDPHE looks good as well with public health experience and they are supportive however the program and board are hesitant to open legislation/statue. Plan B -backup CDPHE, lean toward the ones within CDHS. 		
CONCLUSIONS	<ul style="list-style-type: none"> The board felt that the program fits best and would be supported best within the Office of Behavioral Health at CDHS. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Write a MEMO indicating Board's recommendation to move the program to OBH	Judy Dettmer	April 30, 2015	

DISCUSSION	Motion to adjourn: Sena Harjo, seconded - Helen.Morgan, All in favor.		
GUESTS/OBSERVERS	None		
SPECIAL NOTES	None		

Respectfully Submitted,
By Joyce Tucker