



MINDSOURCE

BRAIN INJURY NETWORK

Colorado Brain Injury Trust Fund Board Meeting

Date: December 13, 2019

Time: 9:00 a.m. - 11:30 p.m.

Location: Colorado Department of Human Services, 1575 Sherman St. 8th Floor Denver, CO 80203

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| TYPE OF MEETING | Board Meeting | | |
| FACILITATOR | Cheryl Catsoulis | | |
| ATTENDEES | | | |
| NAME | POSITION | PRESENT | STAFF Present |
| (Board Members) | | | |
| Cheryl Catsoulis | Board Chair | <input type="checkbox"/> | Judy Dettmer (MINDSOURCE) |
| Terry Chase | Board Member | <input type="checkbox"/> | Karen Ferrington (MINDSOURCE)* |
| Jennifer Coker | Board Member | <input checked="" type="checkbox"/> | Melissa Herrera (MINDSOURCE) |
| Dawn Comstock | Board Member | <input checked="" type="checkbox"/> | |
| Jason Kacmarski | Board Member | <input checked="" type="checkbox"/> | Guests Present |
| Thomas McCause | Board Member | <input checked="" type="checkbox"/> * | Janet Tyler - CDE |
| Danny Mistry | Board Member | <input checked="" type="checkbox"/> * | |
| Latoya Mize | Board Member | <input checked="" type="checkbox"/> | |
| Jennie Munthali | Board Member | <input checked="" type="checkbox"/> * | |
| Victoria Ortega | Board Member | <input checked="" type="checkbox"/> | |
| Gretchen Russo | Board Member | <input type="checkbox"/> | |
| Kenneth Scott | Board Member | <input type="checkbox"/> | |
| Angie Wickersham | Board Member | <input checked="" type="checkbox"/> * | |

*Attendance via Phone

1. Agenda topic: Welcome, Introductions, & Announcements

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| Discussion | <ul style="list-style-type: none"> Judy Dettmer opened up with introductions of those who were present as well those who attended remotely. There were no public comments made. | | |
| Action Items | Person(s) Responsible | Deadline | |
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2. Annual Report, Colorado Department of Education (CDE)

Janet Tyler

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| Discussion | <ul style="list-style-type: none"> Janet Tyler, Senior Brain Injury Consultant from the Colorado Department of Education (CDE) joined the meeting to present the CDE Annual Report for 2019. MINDSOURCE has an inter-agency agreement with CDE to provide capacity building for school districts to better enable them to support children/youth with brain injury in the school setting. Four major goals were reported on, these included; Concussion Management teams (CMTs), BrainSTEPS teams, Data Base for CMT and Brain STEPS CO team data and Community based training and outreach. For more information please visit the CDE website at: www.cde.state.co.us/healthandwellness/braininjury | | |
| Action Items | Person(s) Responsible | Deadline | |
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3. Approval of Minutes

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| Discussion | <ul style="list-style-type: none"> A motion to approve minutes from the October Brain Injury Trust Fund Board meeting was made by board member Jason. Board member Latoya seconded the motion. Board members Dawn and Jenn abstained. All members voted in favor and the motion was carried. | | |
| Action Items | Person(s) Responsible | Deadline | |
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4. Program Update/Mission and Vision

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| Discussion | <ul style="list-style-type: none"> • There were no oppositions to the proposed Vision and Mission statements that were sent out to the board via email. Board member Dawn moved to approve the Vision and Mission statements. Board member Victoria seconded the motion. All members voted in favor and motion was carried. • Judy announced that Liz Gerdeman is the new Director for MINDSOURCE - Brain Injury Network. Judy will join the February Trust Fund Board meeting to formally introduce Liz who has about 10 years of experience in brain injury working with the Brain Injury Alliance of Colorado (BIAC) and brings a great depth of knowledge of the initiatives and various projects that MINDSOURCE is engaged in. • Judy announced that board member Danny is term limited and his term ends June 2020. Judy will send out information that can be provided to anyone interested in joining the Trust Fund Board along with guidance on steps to take to apply. The board discussed considering another physician, geographic diversity and ethnic diversity. • MINDSOURCE will begin to write the Request for Proposal (RFP) during summer 2020. Prior to the RFP being released, the board will need to decide whether or not it is feasible to expand the definition of who is served to include those with non-traumatic and traumatic brain injury per the legislation that was signed into law in May, 2019. Judy connected with Gregory Tung at the Colorado School of Public Health to partner with residents in the preventative medicine residency program. This project will determine what the prevalence of non-traumatic brain injury is as it is defined in the statute, determine the methodology to predict those with non-traumatic brain injuries who would seek out support and determine the fiscal impact. The goal to have the analysis completed is set for May 2020. • Judy provided an update on House Bill 19-1147 that BIAC ran last session and the \$450,000 state general funds that were to be provided to MINDSOURCE on going. Due to a mistake in drafting of the fiscal note, the funds were drafted as a one-year appropriation. Should an amendment that Jennifer Mello and BIAC are pursuing not be approved, MINDSOURCE will discuss a budget request through the Department. • MINDSOURCE met with the accounting department that communicated there is an increase in revenue based on the new surcharge amounts. | | |
| Action Items | 1. BIAC and Jennifer Mello will work with the Joint Budget Committee to pursue an amendment and approve the state general funds as an ongoing appropriation during the next legislative session. | Person(s) Responsible | Deadline |

5. Work Group Reports

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| Discussion | <ul style="list-style-type: none"> • Board member Angie reported on the Vision and Outreach Committee. Thomas presented to the BrainSTEPS community team leaders on the community grants. The committee is awaiting research data in order to determine the goals for the upcoming competition. The target completion timeframe for grant awards is April 2020. • Karen reported that the research and program evaluation committee will focus efforts on the RFPs for Client Services and Research in 2020. An outside evaluator will look at client services along with feedback from the board to produce a report to include a logic model that MINDSOURCE will utilize when writing the client services RFP. The committee will review the Kone study and the Colorado Brain Injury State Plan in order to develop priorities for the research RFP. Lastly, the committee is looking to add language into the RFP on the expectations around products from research grants. The goal is to reach out to current grantees at the one-year mark to obtain products and highlight that work on the MINDSOURCE website. • Jennie reported that during the last Strategic Partnerships meeting, the committee reviewed the strategic plan and began to identify partners and point of contacts. The committee is scheduled to have a meeting on Thursday, Dec. 19th. | | |
| Action Items | | Person(s) Responsible | Deadline |

6. Rehabilitative Rhythms

Sarah Thompson

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| Discussion | <ul style="list-style-type: none"> • Sarah Thompson, Founder and CEO of Rehabilitative Rhythms, joined the meeting to present on music therapy and the connection to brain injury, the programs and services that are offered along with the partnership with the Brain Injury Alliance of Colorado. Rehabilitative Rhythms is only music therapy practice in Colorado that exclusively specializes in neurologic and developmental differences and offers customized therapies backed by industry-leading research. The PowerPoint presentation is available upon request. Sarah can be reached at (303) 481-8134 or through the website at www.DenverMusicTherapy.com | | |
| Action Items | | Person(s) Responsible | Deadline |

7. Meeting wrap up

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| Discussion | <ul style="list-style-type: none">Board member Jason motioned to adjourn the meeting. Board member Victoria seconded the motion, the motion was passed. | |
| Action Items | Person(s) Responsible | Deadline |
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The next Board meeting: Friday, February 21, 2020 – Colorado Department of Human Services, 1575 Sherman St. Denver 80203. C-STAT Conference Room, 8th floor.

Respectfully Submitted,

By Melissa Herrera