



**MINDSOURCE**  
BRAIN INJURY NETWORK



**Colorado Brain Injury Advisory Board Meeting Minutes**

Date: Thursday, November 19, 2020

Time: 1:00 p.m. – 3:30 p.m. Location: Zoom

NAME	PRESENT	NAME	PRESENT
<b>Board Members</b>		Henika, Joy	X
Winkler, Max	X	Horsfall, Jaime	X
Dungan, Brinda	X	Hotchkiss, Heather	
Engle, Ian	X	Knauer, Russha	X
French, Anna		Levis, Bill	X
Friedman, Ronen	X	Martinez, Maria	X
Gabella, Barbara		Snelson, Kari	
Genzel, Ben	X	Spaulding, Peggy	X
Greene, Meghan	X	Tyler, Janet	X
Hawley, Lenny	X	Wren, Louisa	
Heidenreich, Steve	X	McMahon, Leah	X
<b>Staff</b>		<b>Guests</b>	
<b>Facilitator:</b> Summer Gathercole		Amy Engelman (ACL Grant Evaluator)	
Liz Gerdeman (MINDSOURCE)		CB Eagye (Craig Hospital)	
Karen Ferrington (MINDSOURCE)		Seija Curtin (BIAC)	
Regina Rodriguez Sisneros (MINDSOURCE)			

**Opening & Introductions, Public Comments**

<b>Discussion</b>	<ul style="list-style-type: none"> <li>• Bill welcomed everyone and reminded the group that he and Joy are the Co-chairs for this year. Everyone introduced themselves, given the new roles and a few new attendees.</li> <li>• Summer reminded the group of the goals and rules of these meetings.</li> <li>• Bill asked for public comments. There were none.</li> </ul>		
<b>Action Items</b>	<b>Person(s) Responsible</b>	<b>Deadline</b>	

**Approval of May Minutes, Program Updates, Brief Overview/Q&A on State Plan**

<b>Discussion</b>	<p><b>August Minutes</b></p> <ul style="list-style-type: none"> <li>• Bill asked if there were any objections or suggested changes to the August 2020 minutes. Steve moved to approve. Ronen seconded the motion. No objections, motion passes. Ian asked for clarification on Max Winkler’s role, as he was a guest at the last meeting, but he is now a member of the board, replacing Diane Byrne from HCPF.</li> </ul> <p><b>Rules</b></p> <p>The draft rule language and new statute were shared with the board in advance of the meeting. Liz showed a PowerPoint with slides for each of the rule changes:</p> <ul style="list-style-type: none"> <li>• The proposed removal of the word “partner” in 12.520</li> <li>• The proposed removal of the word “subrogation” in 12.520</li> <li>• The proposed language change regarding the definition in 12.520: <i>“Brain injury” refers to damage to the brain from an internal or external source, including a traumatic brain injury, that occurs post-birth and is noncongenital, nondegenerative, and nonhereditary, resulting in partial or total functional impairment in one or more areas, including but not limited to attention, memory, reasoning, problem solving, speed of processing, decision-making, learning, perception, sensory impairment, speech and language, motor and physical functioning, or psychological behavior. Documentation of brain injury must be based on adequate medical history. A brain injury must be of sufficient severity to produce partial or total disability.</i></li> <li>• The addition of the following language in 12.510 as per 26-1-304, Section (5) of the statute: <i>The Board may prioritize the services covered by the trust fund and eligibility for the services while ensuring program’s original intent to serve individual with traumatic brain injuries.</i></li> </ul> <p>MINDSOURCE gathered feedback from the group on each change. This will be tracked and shared publicly, along with other stakeholder feedback through January.</p> <p><b>State Plan Updates</b></p> <p>Karen brought up comments and action items from the last meeting: MINDSOURCE developed an economic impact statement for use by the board when asked about the funding changes due to COVID-19. This has been emailed out and will</p>
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be available on the website.

Karen provided an infographic in the slides with an overview of status updates for each goal area, as a recommendation from the board

- **Goal Area: Infrastructure**
- MINDSOURCE staff are working with CSU students on projects related to this goal area, especially developing a common language toolkit.
- MINDSOURCE is working with BIAC and Craig Hospital to deliver trainings to mental health providers.
- **Goal Area: Service Access**
- Self-advocacy – Brain Injury Learning Collaborative (BILC) meeting this afternoon; group selected self-advocacy as the focus by taking the Self-Advocacy for Independent Life (SAIL) program (from Craig Hospital) and plan to push it out throughout the state.
- BIAC is helping to develop tip cards and resources to individuals/clients with brain injuries to help them advocate for themselves with behavioral health providers
- We are doing a pilot with Mental Health Center of Denver, employment specialists, to help us understand how many clients have a brain injury and how strategies in this setting might help clients be more successful.
- **Goal Area: Seamless Supports**
- CSU students also have a project related to an environmental scan for screening in Larimer County. They are also reviewing other state’s PSAs and developing some recommendations around what MINDSOURCE could do when we’re ready to develop this (year 3 of the State Plan)
- Ongoing systems training within criminal justice settings

Ronen let MINDSOURCE know his practice has tip cards about symptoms and terminology, as well as how to advocate with providers. He will share with MINDSOURCE and BIAC.

Ben was glad to hear about the progress with PSAs and would like to know if we could utilize CSU students with a few special projects, including efforts in the criminal justice system and screening for pediatric brain injuries.

Karen responded that the students are wrapping up their projects in the next couple of weeks, but that we could discuss these ideas with them for the next semester. The students will likely present at our February meeting.

Ian chimed in that using “screening and assessment” too much can be not helpful and wants to ensure we balance that with supports and services. Karen thanked Ian for this reminder. Ben recommended using a psychoeducational and interactive curriculum or program to help inform individuals of their injuries.

Action Items	Person(s) Responsible	Deadline

**Formalizing the Advisory Board**

<b>Discussion</b>	Bylaws <ul style="list-style-type: none"> <li>• Summer reminded the group that these were sent ahead of time for the group</li> </ul>
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to review. The purpose is to offer a governance structure and give us a process to make decisions. They are important to know and understand. Summer reviewed the purpose of the board from the federal grant, the composition of membership, duties, terms, and decisions (quorum is two-thirds, majority, or 50%, passes a vote).

**Terms**

- Ian asked for clarification around the staggering of the terms and that it would be helpful so the board isn't turning over all at the same time. MINDSOURCE sent out a survey and followed up with individual board members to understand preferences for personal terms.
- Karen asked for input and discussion on new recommendations related to adding a few agencies as standing members (in addition to the ones that already exist): client services contractor, CDE, HCPF, CDPHE. For example should Max need to step off the board, he would help us find a replacement at HCPF. Standing members are not subject to term limits.  
Ronen asked about becoming a standing member. Karen clarified that it's not about qualifications, it's about requirements from our federal grant (Administration for Community Living). Those requirements are the bare minimum, as we've added more members than is required.
- Ian moved allow addition of slate of agencies to be added to standing membership. Joy seconds. Discussion: Ronen would like to discuss adding his company as a standing member. Ian has concerns around private companies. Liz will look into regulations from ACL around private entities being standing members of boards like this.  
Motion passes.  
Bylaws will be updated based on the comments and discussion today.
- Draft application has been developed and was sent to the board in advance. If members have input, please send to MINDSOURCE. This will be utilized in the spring of 2021.
- Summer discussed other government guidelines, including following the Colorado Open Meetings Laws, Colorado Open Records Act (CORA), and any conflicts of interest. Discussion ensued about ensuring members don't come with personal agendas to benefit them financially.

**Subcommittees**

- Ben asked if subcommittees would be subject to the same rules as the main board (such as CORA and open meeting laws). Yes. Membership of subcommittees could include ad hoc members/individuals.
- Data, Governance, and Funding/Economics have been recommended as potential subcommittees. Another example of a subcommittee would be the pediatric brain injury focus.
- We will pick up this discussion at the next meeting.

Action Items	Person(s) Responsible	Deadline
1. MINDSOURCE will look into regulations from ACL around private entities being standing members of boards like this, as well as any ethical concerns or conflicts of	MINDSOURCE	

<p>interest.</p> <p>2. Bylaws will be updated on the discussion and sent to the board for approval at the February meeting</p> <p>3. Members need to send input on the draft application to MINDSOURCE</p> <p>4. Liz will look into any potential conflicts of interest related to applying for the next ACL grant and discussions with board members.</p>	<p>MINDSOURCE</p> <p>Board Members</p> <p>MINDSOURCE</p>	
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**External Updates**

<p><b>Discussion</b></p>	<p><b>Behavioral Health Task Force Update</b></p> <ul style="list-style-type: none"> <li>• Summer shared an update related to the BHTF, as she is also the facilitator of that group. Vision: Comprehensive, equitable, effective continuum of behavioral health services that meets the needs of all Coloradans in the right place at the right time to achieve whole-person health and well-being. Work and funding have been impacted by COVID-19, however progress continues to be made.</li> <li>• There are 6 pillars which represent the foundation for a strong BH system in Colorado: access, affordability, whole person care, workforce &amp; support, accountability, local &amp; consumer guidance. Access has been the biggest issue to date.</li> <li>• Task force has voted on three items: Create a Behavioral Health Administration, Expand and Increase Telehealth Services, and Review Legislation &amp; Identify New Funding Sources.</li> <li>• Phase 1 implementation work includes: addressing the workforce shortage, identifying and integrating recommendations to support the IDD community, plan for increasing high-intensity treatment programs, and studying value-based system and reimbursement rates.</li> <li>• For more detail about the next phases, please visit <a href="http://bit.ly/BHreform">http://bit.ly/BHreform</a></li> <li>• Discussion: Ben would like to know how brain injury is included or considered in work groups like this. He has ideas related to care and efficiencies and would like to follow up with Summer later.</li> </ul> <p><b>ACL Biannual Evaluation Report</b></p> <ul style="list-style-type: none"> <li>• Amy Engelman provided an overview of the semi-annual status of the evaluation work.</li> <li>• This board and the state plan are objectives 1 and 2, respectively, of the three year ACL grant (which ends in May of 2021).</li> <li>• Objective 3 is about improving linkages to services and supports through outreach. MINDSOURCE contracts with BIAC for this effort. Amy showed a bar graph that shows referrals compared to prevalence and outreach efforts.</li> <li>• Objective 6 is about enhancing and strengthening the criminal justice system, partnering with BIAC and Probation on these efforts. A pilot training was administered in November of 2019 with all of the judicial districts to create specialists in districts who understand brain injury.</li> <li>• Objective 7 is about the development of a Peer Support/Mentorship Program, which MINDSOURCE contracted with BIAC to create. Launched in June of 2019.</li> </ul>
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	<p>36 mentors and 33 peers have been trained.</p> <ul style="list-style-type: none"> <li>No updates on Objective 8.</li> </ul>	
Action Items	Person(s) Responsible	Deadline

**Next Steps/Wrap Up**

Action Items	Person(s) Responsible	Deadline
<ol style="list-style-type: none"> <li>Board members will need to respond to a survey with questions about the meeting. MINDSOURCE will send that out.</li> </ol>		

Next Meeting: Thursday, February 18th, 2021, 10:00 a.m. – 12:00 p.m

Minutes collected by Liz Gerdeman