

Meeting Minutes

Group/Team/Purpose: Colorado Advisory Council on Brain Injury

Date: October 17th, 2024

Type of meeting	Full Council Meeting
Public/Private	Public
Meeting Location	Hybrid; Valor on the Fax
Formal/Informal	Formal
Facilitator	Co-Chair: Stephanie Agtarap MINDSOURCE: Russha Knauer
Chair(s)	Stephanie Agtarap
Council Members	Stephanie Agtarap, Jules Bryant, Hilary Difenbach, David Dunlap, Ian Engle, Camille Ferran, Angie Garberding, Toni Grisham/Jodi Dickerson, David Herbstman, Mikayla Florian, Mikalia Gray, (SME / non-voting member), Meg Janeba, Christa Jones, Leah McMahon, Jennie Munthali, Marissa Oakley, Manda Packard, Renee Payne, Megan Rood, Jane Tallman, Cait Ward, Renee Hickman
Minute Taker	Erin Horner
Recorded: Y/N	N
Time Meeting Called to Order	9:05am
Time Meeting Adjourned	3:23 pm
Attendees	Council Members: Stephanie Agtarap, Hilary Difenbach, David Dunlap, Camille Ferran, Angie Garberding, Toni Grisham/Jodi Dickerson, Mikayla Florian, Mikalia Gray, (SME / non-voting member), Christa Jones, Jennie Munthali, Marissa Oakley, Manda Packard, Cait Ward, Renee Hickman



	<p>MINDSOURCE Staff: Erin Horner, Heather Kamper, Russha Knauer, Meghan Stidd (CDHS DCP)</p> <p>Members of the public: Kyle Zinth CDHS, Camille Farren, Lisa Hackett (OT at Littleton Hospital), Amber Tolliver (RISE)</p>
Absent Members	Jules Bryant, Meg Janeba, Leah McMahon, Renee Payne, Megan Rood, Jane Tallman

Introductions and Council Housekeeping

Introductions and Housekeeping	<ul style="list-style-type: none"> Members reviewed slideshow with zoom accessibility tips, group agreements, and agenda Member introductions Volunteer to take parking lot notes
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Meeting minute approval

Review and Approval of April Meeting Minutes	<ul style="list-style-type: none"> Hilary motioned, David seconded. Minutes were approved unanimously.
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Board and Council Presentation

Information	<ul style="list-style-type: none"> Kyle presented on Boards and Commissions and their role within the State government. Type 1 are typically rule-making bodies and Type 2 work in an advisory capacity. Kyle went over various types of guidance utilized by state boards. The Brain Injury Trust Fund Board operates under a state statute, the bylaws used by CACBI are another example of board guidance. The Colorado Open Meetings Law (C.R.S. 24-6-402) is important for board members to familiarize themselves with. <ul style="list-style-type: none"> Meetings should be open to the public when two or more members meet to discuss any board business. It is not applicable when members meet socially regarding non-board related items or to discuss meeting logistical issues.
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	<ul style="list-style-type: none"> ○ Board Meeting minutes must be publicly accessible. ● Colorado Open Records Act (C.R.S 24-72) - Please note all emails to and from a Board are public record. ● Americans with Disabilities Act- Individuals must have access to meetings. ● Stephanie asked about Administrative Meetings which don't fall within Open Meeting Law. Kyle stated these are typically trainings and certain chair meetings. However, it is best to operate under the assumption that your meeting is subject to the Colorado Open Meeting Law. CACBI CO-Chair meetings will be open to the public when there are two or more members meeting to discuss board business - this does not include CDHS staff.
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RISE

Information	<ul style="list-style-type: none"> ● Amber Tolliver with Arapahoe Community College presented on the RISE program at Arapahoe Community College. ● RISE is a community-based program bridging the gap between rehabilitation and return to community. ● The program is aimed toward return to work, school, and successful community living. ● It is community-based, evidence-based, functional goal directed. ● Current RISE Courses: SAIL (Self Advocacy for Independent Life), ELMS(Executive Life Management Skills), Begin Again-Social Interaction, SAIL for Support Persons ● The need for Self Advocacy increases greatly after a brain injury. ● A Craig Hospital and NIDILRR funded study conducted from 2017-2022 called Enhancing Self Advocacy After Traumatic Brain Injury: Randomized Controlled Trial was conducted and the Satisfaction of Life Scale showed improvements post-SAIL. ● RISE Classes emphasize principles of Self-Efficacy, Social Learning, & Neurorehabilitation. ● There is a cost to participate in RISE but scholarships are also available. ● Participants are ages 17 - 65 but they have accepted 16 year olds in the past.
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Council Networking

Discussion	<ul style="list-style-type: none"> ● Council members engaged in a networking activity ● Members discussed three questions:
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	<ul style="list-style-type: none"> ○ What brings you to the Council? ○ If you had a magic wand, what is one thing you would improve in the field of brain injury? ○ What do you hope to get from this Council? ● What brings you to the Council? <ul style="list-style-type: none"> ○ Need for more resources and education in communities ○ Lived experience/personal connection to brain injury ○ Need for ongoing support ○ A desire to create and find self advocacy resources ○ A desire to increase the capacity of services due to a complexity and increase of needs. ● What is one thing you would improve in the field of brain injury: <ul style="list-style-type: none"> ○ Awareness of the increasing need for these resources and awareness of the resources that do exist. ○ Early education and preventative healthcare ○ Everyone with brain injury is identified ○ Complete prevalence data ● What are you hoping to get out of time on the Council? <ul style="list-style-type: none"> ○ Networking, Education ○ Programs, Opportunities ○ Learning about funding, people and their stories ○ Be aware of the real gaps ○ Strengths based approach- learn tools and resources to be best self ○ Identifying those that can truly understand brain injury and be helpful to community by providing those resources
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State Plan Overview

Decision	<ul style="list-style-type: none"> ● State Plan Overview given ● Many people will access services through RAE (Regional Accountability Entities) and BHSO (Behavioral Health Service Organizations) <ul style="list-style-type: none"> ○ We will be working with BIAC and BHA to determine how we can help direct people to the right resources ○ Council members discussed BHA engagement and collaboration ● Highlighted the progress made and current priorities ● Voted on whether to keep quarterly subcommittee meetings or to move to task driven committees ● Russha discussed the three goals outlined in the State Plan ● Discussion ensued regarding peer led support
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	<ul style="list-style-type: none"> • Russha discussed items within the goals that have progressed or been completed including the pilot environmental scan and the implementation of the Online Brain Injury Screening and Support System (OBISSS) in Colorado • Russha presented some options for the group to focus on as part of the State Plan goals which include a hospital transition plan, a health advocacy framework, and a Return to Work Guide • Russha proposed going from 3 quarterly subcommittee meetings to 2 monthly task committees. One task committee will focus on a hospital transition plan and one will focus on a return to work guide. These two task committees can meet monthly for 50 minutes and be task driven. • Vote results: Angie moved and Camille seconded a yes vote and a unanimous decision was made to move forward with monthly 50 minute meeting from 2 subcommittees.
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Small Group Report out

Discussion	<ul style="list-style-type: none"> • Hospital Transition Plan Subcommittee <ul style="list-style-type: none"> ○ Meeting Schedule <ul style="list-style-type: none"> ■ 1st Thursday of the month from 10:00 AM - 10:50 AM ○ What does success look like? <ul style="list-style-type: none"> ■ Guidance (physical and online document) (REAP as model) ■ Pre-discharge meeting ■ Personalized plan ■ Established connections for support ○ Tasks between now and the next meeting <ul style="list-style-type: none"> ■ Review REAP materials (and other existing transition plans) • Return to Work Guide Subcommittee <ul style="list-style-type: none"> ○ Meeting Schedule <ul style="list-style-type: none"> ■ 1st Wednesday of the month from 4:00 PM - 4:50 PM ○ What does success look like? <ul style="list-style-type: none"> ■ Guidebook tailored to brain injury survivors and employers ○ Tasks between now and the next meeting <ul style="list-style-type: none"> ■ Collect existing “Return to Work” plans ■ Identify individuals/organizations to consult with
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Public Comment

Information	<ul style="list-style-type: none"> • There was no public comment given.
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Meeting Close

Adjourn

- 3:23 PM

