

# Traumatic Brain Injury Trust Fund Board Meeting

## MINUTES

DECEMBER 19, 2014

8:30 A.M. – 11:30 A.M.

CDHS

<b>MEETING CALLED BY</b>	Deb Boyle
<b>FACILITATOR</b>	Deb Boyle & Judy Dettmer
<b>NOTE TAKER</b>	Regina Rodriguez; Joyce Tucker
<b>BOARD MEMBER ATTENDEES</b>	Jennie Muntali, Sena Harjo, Dannis Schanel, Helen Morgan, Catie Johnston-Brooks, Jeff Cuthbert, Debbie Boyle, Susie Charlifue, Indira Gujral, Danny Mistery, Wendy Turman, Leo Jaramillo, Tish Thompson
<b>ABSCENT</b>	
<b>PROGRAM STAFF ATTENDEES</b>	Judy Dettmer, Regina Rodriguez & Joyce Tucker
<b>GUEST(S)</b>	Rob Buzogany, Erin Phipps, Max Winkler, Christen Mason, Heather Hotchkiss

### Agenda topics

**15 MINUTES** **WELCOME & ANNOUNCEMENTS** **DEB BOYLE**

<b>DISCUSSION</b>	Welcome –presented by Deb Boyle		
	No announcements		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**0 MINUTES** **APPROVAL OF PRIOR MEETING MINTUES** **DEB BOYLE**

<b>DISCUSSION</b>	No minutes this month as October meeting was contractor's annual report.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**15 MINUTES** **BOARD RECRUITMENT** **JUDY DETTMER**

<b>DISCUSSION</b>	Board Recruitment: We will need three Board members by July 2015. Focus on geographical diversity, gender/ethnic diversity, professional specialties: MH, Corrections, military/vets and a survivor. Send ideas to Judy. Board recruitment materials to be sent by Judy.		
<b>CONCLUSIONS</b>	Need three new recruits by March so can be approved to start in July 2015		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Send ideas for new board members to Judy	All board members	February	
Board Recruitment Materials	Judy	February	

<b>DISCUSSION</b>	Mary Hoefler , MS, LCSW, Office of Behavioral Health presented on the new Statewide Crisis Centers. Services include a 24/7 hotline, walk in crisis centers, and mobile crisis services. Power Point will be made available to the board. For more information people can visit their website at: <a href="http://www.coloradocrisisservices.org">www.coloradocrisisservices.org</a> . Mary's email is <a href="mailto:mary.hoefler@state.co.us">mary.hoefler@state.co.us</a> . Phone is 303.866.7518.		
<b>CONCLUSIONS</b>	Judy and Mary will partner to develop training on brain injury for the centers as this is required in their contracts.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Send Power Point to the board.	Joyce	January	

<b>DISCUSSION</b>	<p>Request for Proposals (RFP): Judy informed the board that she is considering the pros and cons of merging the Intake, eligibility and outreach contract RFP with the Case Management RFP. There are many factors to consider however, the primary motivation to explore this option is the confusion that currently exists with program participants and families.</p> <p>Expedited Services Criteria: Work group comprised of Wendy, Jennie, Debbie, and Jeff (Jeff was not able to meet) met with contractors to develop a plan/policy for expediting services. Christen Mason from RMHS will draft up a policy and provide to the board.</p> <p>HRSA/OBH grant: Grant is in full swing with target sites on board, there are 11 sites. Target sites are screening for TBI, DU student clinicians have been hired. Leo indicated that there are funds available via SB12-215 related to marijuana taxes and need to be spent by June 30, 2015.</p> <p>Brain Injury Awareness Month: Ideas resulted from a brain storm were: Governor's Proclamation and green ribbon campaign.</p> <p>Program Evaluation: program and board will reevaluate goals/objectives of the board and determine work group foci. These goals/objectives were developed as a part of strategic planning a year ago.</p>		
<b>CONCLUSIONS</b>	RFP: A work group comprised of Wendy, Leo, Tish, Judy and Regina will be formed to explore pros and cons of merging RFP		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
RFP: Schedule meeting with work group	Judy	January	
Expedited Services: Draft to board	Christen Mason	January	
HRSA/OBH: follow up on the SB12-215	Judy/Leo Sena	February	
BI Awareness Month: Vision and Outreach Committee to meet with Liz and Erin to finalize	Judy/Board	January	
Program evaluation: goals and objectives review		April	

<b>DISCUSSION</b>	Committee updates not provided due to time.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

<b>DISCUSSION</b>	Motion to adjourn: Tish moved and Helen seconded. The Board unanimously agreed.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
None			

<b>GUESTS/OBSERVERS</b>	none
	None
<b>SPECIAL NOTES</b>	none

Respectfully Submitted,  
By Joyce Tucker

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