

Traumatic Brain Injury Fund Advisory Committee Meeting

Cannon Health Building

288 North 1460 West, Salt Lake City

Room 125

12:30 pm – 2:00 pm



UTAH
TRAUMATIC
BRAIN INJURY
FUND

January 28, 2016

MINUTES

Those Present:

Glenn Lanham, Erin Hough, and Trisha Keller

Via Phone: Carrie Bambrough

UDOH/VIPP Staff:

Traci Barney and Missi Leak

Welcome & Introductions:

- Trisha welcomed everyone present, and introductions were made.
- Glenn Lanham was introduced as the new Executive Director for the Brain Injury Alliance of Utah.

Approval of November 2015 Minutes:

- Missi to add that Doyle also approved all motions to the minutes.
- Missi to add Traci Barney's telephone number to the minutes.
- **Motion:** Erin motioned to approve the minutes with the changes mentioned above.
 - Glenn seconded the motion.
 - All present were in favor of approval.
 - Trisha – Approved
 - Carrie – Approved
 - Erin – Approved
 - Glenn – Approved

Legislative Updates:

- Plans and updates:
 - Joyce has talked with Representative Ray.
 - He intends to put a bill in for one-time funding for the fund during this session.
 - Committee members did not have any updates at this time.

FY16 Budget:

- The committee reviewed the approved SFY16 budget and the expenditures for last FY.
 - Total budgeted in SFY15 was \$281,000 and total expended was \$228,178.
 - The intakes increased to 246; resource facilitations increased to 157; and neuro-psych evaluations increased to 44.

- Trisha working with State Purchasing on providing necessary justifications and getting approvals to amend Phoenix Services and BIAU contracts to make the adjustments to the contract amounts.

Committee Appointments SFY2016

- The Department of Health needs nominations to fill positions on this committee.
- We have seven current members; we can have up to nine members on the committee.
 - We need to send up two members per category, so we will need four nominations total.
 - Please send nominations to Trisha with a brief description about that person, their fit for the committee and what they would bring to the committee.
- **TASK:** Missi to send out a current list of committee members to the committee.

Meeting Schedule

- **TASK:** Missi to send a Doodle poll to the committee to see what works best for everyone.
 - Look at the 3rd and 4th week of the month.
 - Make sure you look at the month as a whole throughout the year, and not just for the month that is being sent out.

Fund-raising efforts/educating partner's discussion

- Committee members agreed to table this discussion until the next meeting when Doyle will be here, since he wanted us to discuss this.
- **TASK:** Carrie to remind Doyle about this prior to the next meeting.

Committee Member Updates & Training Reports

- PS: They have several trainings scheduled for the next quarter.
 - LHD's and an upcoming Domestic Violence Conference.
 - CBIS in February scheduled.
 - 61 people have taken the class, and 50 are certified from Phoenix Services.
 - Their 25 year anniversary is next year (2017), and they are going to be doing something big for that.
- Traci is working on the contract revisions
 - Training for school nurses that is on hold
 - Training at the IP Summit.
- BIAU:
 - 9 resource facilitations
 - 5 head smart presentations in schools.
 - Riverton (mayor was there)
 - CNA group
 - City County Government Center (about 200 parents) on concussions.
 - School outreach in Summit county
 - Give update from Glenn on his plans with Summit and Washington County.
 - BIAU's 5K is on May 21, 2016 at 8:00 a.m. at Liberty Park.
 - Annual Conference is November 4, 2016 at the Davis Conference Center.
- Erin talked about working with Take Care Utah to get clients for the contractors, and for us to refer clients to them.

- **TASK:** Erin to send contractors the information for Take Care Utah so that when they do resource facilitations with people they can give them information for these services.
- **TASK:** Erin to see if they would like to come present on their services at the UBIC meeting.
- Trisha is working with Jenny on doing more Facebook Ads to help get more clients in for the contractors.
 - **TASK:** Trisha to send update to committee on Media update as soon as she hears back from Jenny.

Other Items:

- Glenn suggested that this committee put together a master calendar of events on website so that we can all see when events are coming up, and hopefully be there to support each other.
- **TASK:** Missi to create a Google Calendar for this committee and share it with committee members.
 - **TASK:** Missi to add calendar items discussed in this meeting.

Next Meeting:

- Agenda Items:
 - Fund-raising efforts/educating partner's discussion
 - Legislative efforts/updates
 - **TASK:** Traci to share the VIPP legislative tracking sheet with committee members.
 - **TASK:** Erin to have Andrew Riggle from her office share the Disability Law Center's legislative tracking sheet with the TBI Fund committee members.
- Date:
 - March 17, 2016 @ 12:30 p.m. in room 101.
- **Motion:** Erin motioned to adjourn the meeting
 - Glenn seconded the motion.
 - All present were in favor of approval.
 - Trisha – Approved
 - Carrie – Approved
 - Erin – Approved
 - Glenn – Approved

Meeting Adjourned.