



Traumatic Brain Injury (TBI) Advisory Board
 February 3rd, 2023, Meeting Minutes
 10:00 a.m. – 3:00 p.m.
 In-person Meeting

Attendees: Please refer to the last page of this document for Board Members and Guests in attendance.

Public Participants/Special Guests: N/A

Facilitator: Bridget Lowery, Chair

Notes Completed By: Erika Pae, Department of Health (DOH), Bureau of Family Health

Agenda Item	Notes	Action Items /Recommendations	Party Responsible
Welcome and Introductions (Bridget)	Bridget Lowery chaired the meeting and welcomed Advisory Board members and participants. Introductions were made for individuals attending.	N/A	N/A
Formalities (Bridget)	The Board reviewed the meeting minutes from the November 4 th , 2022, meeting. Kevin McDonald motioned to accept the meeting minutes and Ann Marie McLaughlin seconded the motion. November 4 th , 2022, meeting minutes were accepted.	N/A	N/A
Board member Activities	<p>Kevin McDonald provided an update on his non-profit organization, ReSTART.</p> <p>He stated the organization will be revamping the program. He recently gave a presentation for 75 fire fighters. He has been working with West Chester University (WCU) Sports Medicine Program to incorporate brain injury (BI) into their curriculum and stated they now will be adding a “Life After Brain Injury” course. Mr. McDonald stated he is currently working with WCU’s Health Science Program to adapt training to make it compliant for Pennsylvania’s State System of Higher Education. Mr. McDonald stated he will be assisting the West Chester Fire Department with an event about TBI awareness and PTSD.</p>	N/A	N/A

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	<p>Kelly Cappos provided an update about Shaken Baby Syndrome. She stated the National Center on Shaken Baby Syndrome (NCSBS) held their 18th international conference in October in Philadelphia, Pennsylvania. 20 different countries were in attendance. NCSBS has developed an updated educational program, Period of Purple Crying, for parents that now can be accessed through a cellphone application. Ms. Cappos asked if the Department of Health (DOH) is tracking incidents of Shaken Baby Syndrome. Nikki Adams stated since the medical coding switched from ICD-9 to ICD- 10, it is very difficult to obtain accurate data because the ICD-10 codes just say, “abusive trauma.” Ms. Cappos also informed the Board of the change in name by the American Pediatric Association from Shaken Baby Syndrome to Infant Abusive Head Trauma.</p> <p>Drew Nagele provided an update on Cognitive Rehabilitation. He stated the American Congress of Rehabilitation Medicine (ACRM) published the Cognitive Rehabilitation Manual & Textbook SECOND EDITION. This is the go-to source for evidence-based research to support the efficacy of cognitive rehabilitation. It can be accessed on this website: https://acrm.org/meetings/cognitive-rehab-training/cognitive-rehabilitation-manual-2/</p> <p>Monica Vaccaro provided an update on the Congressional BI Awareness Hill Day. This annual event provides an opportunity for the BI Community to advocate for state and federal funding to improve BI services, treatment, and quality of life for individuals and their families. It will occur on March 8th, 2023. Ms. Vaccaro and Mr. Nagele will be attending. Mr. Nagele stated he plans to meet with Senator Casey and Senator Fetterman.</p> <p>Rebecca Crambert provided an update on a speaking opportunity. The Lives Changed By Christ (LCBC) Church invited Ms. Crambert to speak to LCBC leadership team and care team for disability ministries about TBI, TBI awareness, and how to appropriately accommodate individuals with a TBI.</p>		

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<p>Office of Long-Term Living (OLTL); Community Health Choices (CHC) Update (Randolph Nolen)</p>	<p>Mr. Nolen provided the following updates for OLTL that were not included in his PowerPoint presentation:</p> <p>MCO Non-compliance. OLTL utilizes a variety of methods to track areas of noncompliance. This includes but is not limited to:</p> <ul style="list-style-type: none"> • Operations Reports • Quality Management/ Utilization Management (QM/UM) Reports • Financial Reports • Systemic Monitoring and Access Retrieval Technology (SMART). • Consumer Assessment of Healthcare Providers & Systems (CAHPS) Survey. • Healthcare Effectiveness Data and Information Set (HEDIS). • Issues raised from OLTL’s and each MCOs participant hotline. • Information shared from internal sources. • Information shared from external sources. CHC Re-procurement Update. The Request for Information, a process to collect written information about the capabilities of suppliers, was supposed to be released January 31st, 2023. However, there were changes made by the new Administration. Once approved, it will be released for public comment. Stakeholders will have a month to make comments. All comments are submitted through the DHS Procurement Office. All comments will be reviewed to determine if any revisions are required. OLTL extended the CHC agreement to December of 2024. It was asked if OLTL determined the amount of MCOs to provide services. Mr. Nolen stated they have not. When CHC was initially rolled out, OLTL was required to submit the list of qualified MCOs to the Human Services Deputy Secretary’s Office and they determined the amount of MCOs. <p>Appendix K. Medical Assistance (MA) Eligibility. During the Public Health Emergency (PHE), individuals did not need to renew their MA eligibility. However, on December 29th, 2022, the Consolidated Appropriations Act of 2023 was signed into law, which states MA renewals must begin April</p>	<p>N/A</p>	<p>N/A</p>

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	<p>1st. 2023. Although MA renewals will be taking place on the individual’s renewal date of the course of a year, it is anticipated 1,000,000 Pennsylvanian’s will no longer be eligible for MA. A large majority of individuals will no longer be financially eligible to receive MA. Mr. Nolen stated ACT 150 and alternative services will be explored. The other piece that complicates financial eligibility, particularly for the aging population, is the Social Security (SS) payment increase of 8.7% will put individuals over the federal poverty level because they did not change the federal poverty level at the same time of the SS payment increase. OLTL has been sending out weekly emails to provide technical assistance.</p> <p>Service Flexibilities. During the PHE, OLTL received CMS approval to allow for service flexibilities, in particular, telehealth services. On May 11th, 2023, all Appendix K Flexibilities will end, and participants will no longer have the option to receive remote services. It was asked if OLTL will cover the service gaps this will cause for participants as many providers do not have the staff to provide in-person services. Mr. Nolen stated OLTL does not anticipate service delivery gaps, as they are preparing providers and MCOs to ensure they have enough staff to provide in-person services. Additional information about the end of Appendix K Flexibilities can be accessed through this link: PA To End Pandemic-Era Flexibilities for Community HealthChoices and OBRA Waivers (phlp.org)</p>		
<p>Future Board Meeting (Nikki Adams and Erika Pae)</p>	<p>Ms. Pae and Ms. Adams provided an update on future Board meeting structure and content. Ms. Pae stated there are several Commonwealth Program Office representatives consistently attending each meeting and in order to learn more about what the Program Offices provide for the BI population we would like for them to present to the Board. This will strengthen partnerships and provide an understanding of how they can help the Board and how the Board can help them support individuals with a BI.</p> <p>Board Trainings Ms. Pae asked what types of trainings the Board would like to have. The following training topics were discussed:</p>	<ul style="list-style-type: none"> • Schedule trainings • Send out templates for Board updates and workgroups 	<p>Ms. Pae</p>

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	<ul style="list-style-type: none"> • Plain language. This is to ensure the Board has inclusive language to accessible language. Ms. Tesler stated the Developmental Disabilities Counsel will be conducting a three-part training series on this topic and can provide an update about the series at the May meeting. • Medical Assistance for Workers with Disability (MAWD) Program • Rural Health Training • MCO training <p>Board Input. Ms. Adams and Ms. Pae discussed the lack of input from Board members on materials sent out for review to the Board. Most recently, Needs Assessment Survey drafts and a Board Recruitment flyer were sent out to the Board input, and no one responded. It was stated that it is requirement for members to review and provide input. Therefore, the Board members were instructed provide respond to Ms. Pae, even if they do not have any comments or changes.</p> <p>Written Updates. Ms. Pae will be developing a template to be used for Board meeting updates. This includes workgroups. Updates for the next meeting will be due April 24th, 2023. If updates are not provided by the due date, they will not be included or discussed at the in-person meeting.</p> <p>Workgroup Updates. Workgroup summaries should consist of highlights of the work being done in the workgroup. The workgroup should not be copying and pasting their notes. Workgroups should have a designated facilitator and note-taker. Board members are required to join a workgroup. If a Board member is not on a workgroup, please email Erika Pae at epae@pa.gov for more information. If a workgroup comes up with a recommendation, the procedure is to bring it to the Board and the Board will decide whether to present it to DOH.</p>		

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	<p>Changing TBI to BI. Ms. Adams stated she is looking into the Commonwealth’s process to change the Board’s name from TBI to BI. The Board would need to vote on this name change.</p> <p>RSVP for Board Members. Ms. Adams stated the DOH team would like to do RSVPs for Board members to determine attendance.</p>		
Board Elections	<p>Ms. Adams provided information on the upcoming Board elections. She stated the following individuals may be nominated again to serve a second term: Chair: Bridget Lowery Vice Chair: Kevin McDonald Secretary: Stefanie Bauman</p> <p>However, if Board members would like to nominate other individuals for those positions, they are able to do so. If other individuals are nominated, Ms. Pae will reach out to them individually to see if they are interested in serving. Voting will occur at the November meeting. Voting is for Board members only. If Board members are unable to attend the November 2023 meeting, they are still able to cast a vote.</p>	N/A	N/A
TBI Advisory Board Application	<p>Ms. Lowery and Ms. Bauman provided an update on the Board Requirement notice and the development of a Board application.</p> <p>The Board has had several discussions regarding the need to expand membership, particularly to those with lived experiences. The Board is required to have 50% of its voting members be individuals with a BI. In order to fulfill the 50% requirement and ensure the Board is composed of interested individuals with diverse backgrounds, the Health Equity workgroup is developing a Board application and application process. Once this is developed, the first step to recruiting new Board members will be to review Board member attendance to determine which members have not attended the required number of meetings. The next step will be to look at the length of time individuals have been serving on the Board to determine whether they</p>	N/A	N/A

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	<p>have served for too long. While this project is in development, individuals interested in the Board will need to attend two meetings before they can be considered for membership. The following suggestions were provided for the application:</p> <ul style="list-style-type: none"> • Include language about members receiving a free lunch and paid travel • Add a “Are you a brain injury survivor” QR code that will link to the application • Include a question about needed accommodations to meaningfully participate <p>Using phrases like “do you want,” “do you like,” “do you feel,” and “ we would love to hear from you,” to be more inclusive and less wordy.</p>		
<p>Head Injury Program (HIP) and Acquired Brain Injury Program (ABIP) Updates (Amy Deiderick</p>	<p>Ms. Deiderick provided the following updates for HIP and ABIP:</p> <p>HIP. Participating Provider Agreements began on February 1st, 2023. Cognitive Rehabilitation via telehealth has been added as a service and now has its own billing code. If any individuals currently enrolled in HIP want this service, their service plan will need to be updated. Ms. Deiderick stated she will now have the ability to track the number of individuals utilizing the service.</p> <p>Re-enrollment. Ms. Deiderick stated HIP continues to have the capacity to allow for re-enrollments into HIP. Re-enrollments have been consistent.</p> <p>ABIP. Ms. Deiderick stated this program is not getting the number of referrals needed, to sustain the program. It has only received 14 referrals in the entire four years it has been implemented. Ms. Deiderick encouraged the Board to make referrals and share information regarding the program.</p>	N/A	N/A

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Workgroup Meetings	<p>Health Equity Workgroup. Ms. Bauman summarized the work outlined in the workgroup summary handout. The workgroup has been developing an informational document to recruit individuals to join the Board.</p> <p>Education and Resource Facilitation Workgroup. Ms. Reale summarized the work outlined in the workgroup summary handout. She stated the workgroup met on February 1st and decided to develop 10 standardized slides for any Board member to use for training needs.</p> <p>Systems Workgroup. Mr. Nagele summarized the work outlined in the workgroup summary handout. The workgroup met with executive directors from the Office of Mental Health and Substance Abuse Services (OMHSAS). OMHSAS is interested in doing a pilot program for BI screening. OMHSAS requested that screening for Fetal Alcohol (FA) be included. The Board requested OMHSAS provide additional information on whether they wanted FA screening questions to be included on the BI screening tool or have a separate FA screening tool accompany the BI screening tool for the pilot program.</p>	Request additional information on the FA screening for the pilot program from Mr. Decker	Systems Workgroup
Public Comments	Pattiann Berton stated that \$10,000 will be donated to the community of Washington County to award four \$2,500 scholarships, to be used for education or assistive technology, upon graduation.	N/A	N/A
Review Upcoming Meeting	<p>Next TBI Advisory Board Meeting is: May 5th, 2023 Time: 10:00 a.m. to 3:00 p.m. Location: PaTTAN (PA Training and Technical Assistance Network) 6340 Flank Drive Harrisburg, PA 17112</p>	N/A	N/A

Handouts: May Meeting Minutes, Agenda, HIP Activity Report and Referrals, and Workgroup Summaries.



Facilitator Signature: _____ Date: _____

Traumatic Brain Injury Advisory Board Meeting Attendance

February 3rd, 2023

First Name	Last Name	Role	Board Member
Bridget	Lowery	Chair	Y
Kevin	McDonald	Vice Chair and Individual with Lived Experience	Y
Stefanie	Bauman	Secretary	Y
Kelly	Cappos	Individual with Lived Experience and Family Member	Y
Melissa	Carmen	Individual with Lived Experience	Y
Rebecca	Crambert	Individual with Lived Experience	Y
Stefani	Eichelberger	Provider	Y
Melissa	Dehoff	Provider	Y
Sherrie	Shade	Attorney for Disability Rights of PA	Y



Lisa	Tesler	Developmental Disabilities Council	Y
George	Palmer	Centers for Independent Living	Y
Ann Marie	McLaughlin	Brain Injury Association of PA	Y
Monica	Vaccaro	TBI Model Systems	Y
Drew	Nagele	Neuropsychologist and Subject Matter Expert	N
Timothy	Krushinski	PA Department of Education	N
Heidi	Champa	Department of Aging	N
Marisa	Santanna	Department of Human Services (DHS), Office of Medical Assistance Programs	N
Lee Ann	Stewart	Department of Labor and Industry, Office of Vocational Rehabilitation	N
Randy	Nolen	DHS, Office of Long-Term Living	N
Caolinn	Martin	PA Insurance Policy Office	N
Stefani	Mahalcik	Department of Health (DOH), Bureau of Health Promotion and Risk Reduction	N
Mae	Reale	PA Coalition Against Domestic Violence	N
Dawn	Marron	Lawyer	N
Pattiann	Berton	Impacted Inc. and Family Member	N
Bailey	Swaffer	Living Unlimited	N
Cindy	Dundas	DOH, Bureau of Family Health	N
Nicole	Adams	DOH, Bureau of Family Health	N
Amy	Deiderick	DOH, Bureau of Family Health	N
Brad	Hartman	DOH, Bureau of Family Health	N
Danielle	Rhodes	DOH, Bureau of Family Health	N
Erika	Pae	DOH, Bureau of Family Health	N