



Traumatic Brain Injury (TBI) Advisory Board
May 5th , 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: Office of Vocational Rehabilitation, Bureau of Blind and Visual Services

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)	<p>The Board reviewed the meeting minutes from the February 3, 2023, meeting. Ms. Lowery motioned to accept the meeting minutes and Melissa Dehoff seconded the motion. February 3, 2023, meeting minutes were accepted. Nicole Adams and Erika Pae updated the Board on the need to include an addendum to the May 5, 2023 minutes for inaccurate information in the August 5, 2022 and November 4, 2022 minutes. The addendum rectifies the update provided by Katherine Baum under the agenda item “Board Member Activity”. The accurate information is as followed:</p> <p>Sarah Krusen (Bucks County BrainSTEPS Lead) and Dr. James Stone (Neuropsychologist at the Center for Neuropsychology and Counseling) are in the process of developing an eight-session program for all Bucks County schools. These sessions will focus on the impacts of concussion, including social-emotional functioning, executive functioning, and memory.</p>	N/A	N/A

Agenda Item	Notes	Action Items /Recommendations	Party Responsible
Office of Vocational Rehabilitation’s Bureau of Blind and Visual Services (BBVS) Presentation	<p>Through the Department of Labor and Industry, the Office of Vocational Rehabilitation’s Bureau of Blind and Visual Services (BBVS) presented on the services and supports they provide to individuals with visual impairments. BBVS provides services to individuals of all ages experiencing vision loss through the following four programs:</p> <ul style="list-style-type: none"> • Vocational Rehabilitation • Specialized Services for Adults (SSA) and for Children (SSC) • Independent Living Older Blind Program (ILOB) • Business Enterprise Program (BEP) <p>For additional information on these programs, please visit the website: Blindness and Visual Services Home (pa.gov)</p>	N/A	N/A
Written Updates Questions & Answers	<p>Brain Injury Association of Pennsylvania (BIAPA) Conference: Stefanie Bauman provided additional information about the BIAPA Conference to be held on June 27 and 28 of 2023, at the Lancaster Marriott. She stated there would be a silent auction and are continuing to collect items for it. If individuals would like to donate, contact Ms. Bauman at sbauman@successrehab.com.</p> <p>Acquired Brain Injury Program (ABIP) Update: Due to low enrollment and referrals, the ABIP will end effective May 31, 2024. The ABIP will no longer be taking referrals after August 31, 2023. Services for new clients will not be approved after October 31, 2023, which does not allow for the full year of rehab services, but eight months of services will provide a substantial amount of rehabilitation. Over the course of four years, the ABIP spent a total of \$40,000 and has only received 14 referrals. Of those referrals, four were enrolled into ABIP, three are in the application process, and seven did not respond to the request to complete the ABIP application. Drew Nagele presented additional sources that could be explored for outreach,</p>	N/A	N/A

Agenda Item	Notes	Action Items /Recommendations	Party Responsible
	<p>to potentially increase referrals and allow for ABIP to continue. One recommendation was to conduct outreach to the Pennsylvania Hospital Association and target individuals that were previously enrolled in the BrainSTEPS program to increase referrals. He noted the importance of this program, particularly for individuals that sustained a brain injury (BI) as a result of substance use.</p> <p>Ms. Adams acknowledged Mr. Nagele’s request and stated these are sources should be explored. She asked that the Board continue to promote the program and to reach out to assist the DOH with making connections to the proposed sources. Ms. Adams reiterated the importance of working together and promoting these programs to ensure funding continues. Ms. Adams also stated that the Head Injury Program (HIP) could also be a target.</p> <p>Department of Health (DOH), Head Injury Program (HIP): Since the written report was distributed, the DOH had the opportunity to meet with Community HealthChoices (CHC) Managed Care Organizations (MCO) to provide training on the HIP and the NeuroResource Facilitation Program. This training was requested as a result of the DOH Brain Injury Help Line receiving an increase of phone calls from CHC participants with a TBI, requesting to be enrolled into DOH’s HIP. The participants were directed by their Service Coordinators. Since the participants needs are served under the CHC, they are unable to enroll into the HIP, as it is considered a duplication of services and therefore, it was determined that training was needed for the MCOs. Recording is available for view.</p>		
<p>Workgroup Discussion</p>	<p>Health Equity This workgroup is currently developing a new Board member on-boarding process and application.</p>		

Agenda Item	Notes	Action Items /Recommendations	Party Responsible
	<p>Education and Resource Facilitation</p> <ul style="list-style-type: none"> • Standardized Trainings. The workgroup is currently developing two standardized trainings, each containing 10 slides, that anyone on the Board can use. These training slide decks could be housed on the Department’s website or BIAPA’s website. Frank Notaro stated that a lot of people are not familiar or comfortable using the BIAPA website, even though so much helpful information is on it. Monica Vaccaro stated BIAPA is currently reprogramming their website to allow for asynchronous training. • Poster/PSA Contest. The workgroup discussed revisiting the idea to do a BI poster or PSA contest for students in high school to assist with awareness and promotion of BI programs. • Brain Injury and Autism. Ms. Adams and Ms. Pae updated the Board on a request that was made by a parent with a child that has autism and recently sustained a TBI. The parent described the challenges of finding professionals that have experience of supporting both autism and TBI. The parent requested the Board develop a list of professionals that do have this experience. It was requested the Education and Resource Facilitation workgroup allot time during their monthly meetings to develop this list. <p>Systems workgroup</p> <p>The workgroup had the opportunity to trial the National Association of State Head Injury Administrator’s Online Brain Injury Screening and Support System (OBISSS), an electronic-based screening system that uses the OSU-TBI screening tool modified to include non-TBI. The cost is estimated to be \$6,500 per year. The benefits to using OBISSS are that it is standardized, the collected data can be compared to the national dataset, and it would contribute to the larger picture of national incidence of lifetime exposure. The drawbacks to using OBISSS would include the need to have a professional assist an individual to take the screening and to determine what the next steps would be if an individual were to screen</p>		

Agenda Item	Notes	Action Items /Recommendations	Party Responsible
	<p>positive for a BI. It was noted that the Office of Mental Health and Substance Abuse Services was interested in pursuing OBISSS. OMHSAS is also interested in doing a pilot in the state hospitals. The Board requested additional information in regard to how this pilot would be implemented.</p>		
<p>TBI Advisory Board Name and Bylaws</p>	<p>Ms. Adams updated the Board about the request to rename the TBI Advisory Board to Brain Injury Advisory Board. She stated she spoke with the Commonwealth attorney and was given permission to change the name. The Board will need to make a formal request and vote on it.</p> <p>Ms. Adams also stated the mission statement and bylaws need updated as they have not been updated in four years. Ms. Pae will be creating a workgroup to focus on updating both items. If you are interested in joining this group, please reach out to Erika Pae via email at epae@pa.gov.</p>	N/A	N/A
<p>LifeCourse Trajectory Tool Activity</p>	<p>Attendees worked together in groups to use the LifeCourse Trajectory Tool to create a vision of what a well-rounded Board is and how to achieve that vision. The groups were asked to write down what is needed for the Board to support the vision and what would prevent the Board from achieving the vision. Each group's Trajectory Tool will be compiled and used to update the mission statement and bylaws.</p>	N/A	N/A
<p>Review Upcoming Meeting</p>	<p>Next TBI Advisory Board Meeting will be held on August 4th, 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, Workgroup Summaries, BBVS Presentation.

Facilitator Signature: _____ Date: _____

Traumatic Brain Injury Advisory Board Meeting Attendance			
February 3rd, 2023			
First Name	Last Name	Role	Board Member
Bridget	Lowery	Chair/Family Member	Y
Kevin	McDonald	Vice Chair/Individual with Lived Experience	Y
Stefanie	Bauman	Secretary/family Member	Y
Melissa	Carmen	Individual with Lived Experience	Y
Rebecca	Crambert	Individual with Lived Experience	Y
Linda	Washington-Brown	Family Member	Y
Melissa	Dehoff	Rehabilitation and Community Providers Association (RCPA)	Y
Sherrie	Shade	Disability Rights of PA	Y
Lisa	Tesler	Developmental Disabilities Council	Y
George	Palmer	Centers for Independent Living (CIL)	Y
Ann Marie	McLaughlin	Brain Injury Association of PA (BIAPA)	Y
Monica	Vaccaro	TBI Model Systems	Y



Greg	Janik	Pennsylvania Athletic Trainers Society (PATS)	Y
Drew	Nagele	Neuropsychologist	N
Pat	Kautz	Family Member	N
Frank	Notaro	Individual with Lived Experience	N
Heidi	Champa	Department of Aging	N
Marisa	Santanna	Department of Human Services (DHS), Office of Medical Assistance Programs	N
Audrey	O'Connor	Department of Labor and Industry, Office of Vocational Rehabilitation	N
Melanie	Schubert	Department of Labor and Industry, Office of Vocational Rehabilitation	N
Nicole	Greene	Department of Labor and Industry, Office of Vocational Rehabilitation	N
Kristi	Martarano	Department of Drug and Alcohol Programs	N
Stefani	Mahalcik	Department of Health (DOH), Bureau of Health Promotion and Risk Reduction	N
Mae	Reale	PA Coalition Against Domestic Violence (PCADV)	N
Bailey	Swaffer	Living Unlimited	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
Erika	Pae	DOH, Bureau of Family Health	N

Traumatic Brain Injury Advisory Board Updates and Workgroup Summaries

BOARD MEMBER UPDATES

Brain Injury Association of Pennsylvania (BIAPA) Update

Contact Information: Ann Marie McLaughlin, amclaughlin@remed.com

1. **BIAPA Conference.** The BIAPA Conference will be held in Lancaster on Tuesday, June 27th and Wednesday, June 28th, 2023. Continuing education credits are available. Scholarships are available only for brain injury survivors. **May 1 is the deadline to apply for scholarships on the website.**

To register for the conference: <https://biapa.org/2023conference/>

2. **Support Groups.** Virtual support groups continue on the following days and times:
 - **Survivor Support Group:** Third Thursdays, 5pm ET
 - **Caregiver Support Group:** Second Wednesdays, 6pm ET
 - **Coping with COVID Support Group:** 2nd and 4th Thursdays, 5pm ET

For additional information about the support groups: <https://biapa.org/programs/support-group-listing/>

3. **ReDiscover U:**



Survivors are enjoying the virtual “classes” and sharing for survivors held no Mondays at 6pm ET. For additional information <https://biapa.org/programs/rediscoveru/>

4. The Clinical Forum

This is a quarterly education webinar on key topics in neurorehabilitation. This will continue several times a year. The most recent one was held on 4/25/23. Chris Schaub, a behavior analyst with Collage Rehabilitation Partners, presented on the topic of Applied Behavior Analysis for Brain Injury Professionals.

Pennsylvania Coalition Against Domestic Violence (PCADV) Update

Contact Information: Mae Reale, MReale@pcadv.org

During the past quarter, PCADV has been preparing for our regional networking meetings between EMTs and Domestic Violence (DV) advocates. These meetings will be held in person at the end of May and beginning of June. The focus of these meetings will be to get advocates and EMTs together to begin the process of thinking about they can collaborate to connect survivors who may have a TBI to healthcare and other supportive resources.

PCADV is working on creating county by county resource list. While this list is still in development, one activity that EMTs and advocates will engage in during their time together will be to look at the lists to determine what resources are needed or unnecessary. The list will be able to be accessed via QR code.

At a minimum, the list will have a plain language description of and contact information for the local DV program, the Brain Injury Resource Line, at least one community-based substance-use provider, one mental health provider, and the link to the PA DOH TBI website. The list will simply be a “Need Help?” type of resource list to ensure that if a patient has it on their phone (or is supplied a paper copy by the EMT), that it does not indicate that it was supplied because they disclosed domestic violence. The list/QR code can be given to any patient who may have experienced a TBI. Ideally, the QR codes will be displayed in each ambulance as a small “Need Help?” sign to ensure that it is easily accessed. The benefit of



having the list as a QR code is that each individual county will have their own QR code that can be edited as needed (i.e., if a listed resource is no longer available or a new resource needs to be added).

Additionally, we have been working on developing a TBI and DV training for EMTs that, once approved by both DOH's TBI and EMS arms, can be posted on TrainPA. This will allow EMTs to take the course and receive continuing learning credits. This is occurring as a result of a relationship that has been developed with PA's Bureau of Emergency Medical Services, with whom we are working to develop additional training for EMTs who are responding to DV. The TBI and DV module will be a part of series on DV that will be created.

RESTART Your Life RENEW Your Mind Update

Contact Information: Kevin McDonald, TBIrestart@yahoo.com

RESTART has partnered with the West Chester First Department to host a Firefighter Skills Competition to be held on September 10th, 2023. This event will benefit both the West Chester Fire Training Center and RESTART. They are looking for sponsors, donations, and vendors.

Administration for Community Living Grant

Contact Information: Erika Pae, epae@pa.gov

- **NeuroResource Facilitation Program (NRFP)**

As of 4/26/23, the NRFP has 118 referrals. To increase awareness of the NRFP, the NeuroResource Facilitators (NRFs) have conducted outreach activities to community organizations likely to support individuals with brain injury, as well as human service and health care professionals.



- **COVID-19 NRFP**

The COVID-19 designated NRFs are continuing to provide support to individuals with a brain injury impacted by the virus. One of the NRFs is currently developing evidence-based articles/blog posts to inform individuals with brain injury and their family/caregivers on the following:

- COVID-19 and other infectious diseases
- Health implications of the disease
- Accessing quality and timely healthcare to manage the disease
- Self-advocacy for healthcare needs
- Safety precautions to prevent exposure

The articles will be published in the BIAPA monthly newsletter and posted on the Department's and BIAPA's website.

Acquired Brain Injury Program (ABIP)

Contact Information: Amy Deiderick, adeiderick@pa.gov

Due to a low number of referrals and an even lower number of participants in the ABIP, the Department will be discontinuing the program. The current PPAs with our ABIP providers end May 31, 2024, and will not be renewed. We will no longer be taking referrals for the program after August 31, 2023. Services for new clients will not be approved after October 31, 2023, which does not allow for the full year of rehab services, but eight months of services will provide a substantial amount of rehabilitation.

Brain Injury and Opioid Initiative

Contact Information: Brad Hartman, bhartman@pa.gov



BIAPA has been very successful bringing technical assistance to previous participants of the Brain Injury and Opioid trainings, during their Lunch and Learn “Ask the Expert” series. Also, Candace Gantt, from Mind Your Brain, agreed to host a podcast on the issue of brain injury resulting from opioid use. Drew Nagele will be one of the guests among others.

Head Injury Program

Contact Information: Amy Deiderick, adeiderick@pa.gov

Participating Provider Agreements (PPA) for HIP providers were updated with an effective date of February 1, 2023. Most providers now have fully executed PPAs.

The new PPA has added several new therapies including Telehealth Cognitive Rehabilitation. With this new service added to the fee schedule, we are able to track how many HIP clients have been approved for Telerehab services. Service plans for clients who will be receiving this service have been updated and we now have 31 clients approved to receive service via Telerehab.

Site visits to HIP providers have begun and will take place from April 2023 to October 2023. A family engagement component has been added to the site visits. HIP Providers will be asked to choose a HIP client willing to meet with us in person or via video conference on the day of the site visit to answer question about their experience working with the provider.

HIP Referral Report

Feb-23	
Referral Source	Referred
HIP Providers	3
NRFP	1
Wellthy Case Management Services	1

Mar-23	
Referral Source	Referred
HIP Providers	5
Excela Health/Dr. Masterson	3
Internet	2
Penn Rehab	1
Doctor	1
Therapist	1
Social Worker	1
Brain Injury Helpline	1

Apr-23	
Referral Source	Referred
HIP Providers	6
Excela Health/Dr. Masterson	4
UPMC Mercy Rehab	2
Penn State Hershey Rehab	2
Internet/HIP website	2
Doctor	2
Therapist/Counselor	2
Lancaster Rehab	1
Elderwood Skilled Nursing Facility	1
Brain Injury Association of PA	1
Valley Creek Crisis	1
UDS	1
Family	1
HIP Rack Card	1
NeuroResource Facilitation Program	1
Brain Injury Helpline	1

	2022								2023				Total
	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
County of Residence for New Referrals													
Pike						1				1			2
Lycoming										1			1
Crawford								1				1	2
Perry													0
Venango				1									1
Somerset													0
Clearfield													0
Wyoming						1							1
Wayne											1		1
Jefferson													0
Greene			1										1
Clarion				1									1
Juniata				1	1	1							3
Bradford												1	1
Huntingdon													0
Susquehanna													0
Bedford													0
Warren													0
Clinton													0
McKean													0
Elk													0
Tioga													0
Fulton													0
Forest													0
Potter													0
Sullivan													0
Cameron													0
unknown													0
Definitions:													
Applications in Process - Application sent to individual, waiting on return or waiting on additional information from the individual to determine if eligible for an assessment.													
Approved for Assessment - Application received and approved. Individual has been found eligible for a HIP assessment. Reflects either notification to select provider or notification to provider and individual of assessment approval.													
Approved for Services - Individual has been determined to be clinically/functionally eligible. DOH is awaiting rehabilitation start date from the provider. Application received, assessment completed and approved, rehabilitation services recommended, service plan approved.													
Total Eligible/Enrolled - The number of individuals currently receiving HIP services + the number of individuals who are approved for HIP but are waiting on a rehabilitation start date from the provider.													

TBI Advisory Board Workgroup Summaries

Summaries of the Health Equity, Education and Resource Facilitation, and Systems Workgroup meetings held after January 27th, 2023.

Health Equity Workgroup Update

Topic: New Board Member On-Boarding Process.

The Health Equity Workgroup worked on developing a New Board Member On-Boarding Process, which includes:

- New Attendees Welcome Wagon
- Peer Support Liaison
- Strengths Survey
- Pre-Application/Application Process

New attendees Welcome Wagon. Health Equity Workgroup members are responsible to simply welcome new attendee, explain process of the meeting, where lunch is, etc. If a current Board or attendee invited them, they will be responsible for taking care of this process.

- **First meeting:** This is not a time to offer Board membership or even application, but a time for the new attendee to experience the meeting.

- **Second meeting:** This should be the Vice-Chair’s responsibility or his/her designee– to identify new attendees present at the meeting and then pair up each new attendee with a current Board member. This is to explore whether this person feels the Board is a good match for them and if they are a good match for the Board.

*Note – each new attendee would need to follow the process to apply for Board membership, so at no time should Board membership be offered or indicated as a ‘for sure’ for new attendees.

IN DRAFT

Peer Support Liaison . The role of the Peer Support Liaison (PSL) is to assist interested individuals through the pre-application process, application process, and initial orientation. This is to be assigned at the new attendee’s second Board meeting. The PSL will be responsible for the following activities:

- Welcome them to the meeting, sit with them, eat lunch, and provide support
- Share knowledge and experiences
- Answer any questions they may have
- Make introductions to other Board members and other attendees
- Foster a sense of belonging and inclusivity
- Connect them to resources for the Board/Workgroups
- Share the expectations of the Board/Workgroups
- Participate in helping the potential Board member in identifying their strengths to determine if they will make a good addition to the Board
- Assist the individual to complete the Strengths Survey and also facilitate the individual completing the Strengths Survey

Strengths Survey. To learn more about new attendees and gain a better understanding of how they can contribute to the Board, new attendees will be asked to take a strength survey.



What are your strengths:

- As an advocate, (Simple language “Have you ever helped another person to get what they needed?”
- Knowledge of funding, (“Do you know about the funding options for those with brain injury in PA?”
- Knowledge of resources
- Lived experiences
- Specific areas/questions for areas to address Board needs– ex. Legal, community engagement

Pre-Application/Application Process. Person attends ___# of meetings within one year, prior to discussing applying for Board space.

Education and Resource Facilitation Workgroup Update

Topic: Creation of a brief training that can be used to provide general knowledge about TBI and strategies to support survivors.

- Two separate pieces of training that have the same ‘root’ —one for non-TBI professionals who may be working with someone who has a TBI (i.e; an attorney, advocate, teacher, coach, etc.). The other is for caregivers and supportive people who have a personal relationship with someone who has a TBI.
- We have a draft of the training and are currently in the process of revising the draft.

Topic: Ensuring consistency with referrals to supports. Instead of having a vast number of resources and phone numbers, we would like to have one main go-to.

- Strategies to encourage using BIRL as the primary go-to number for information.

Systems Workgroup Update

Topic: Explore interventions in other service systems in which brain injury is over-represented and underserved.

The Systems Workgroup has been exploring interventions in the Mental Health and Substance Use service systems. The workgroup has been including more people from those systems in Pennsylvania in the workgroup meetings. The workgroup made presentations and proposals to the Office of Mental Health and Substance Abuse (OMHSAS).

Topic: Online Brain Injury Screening and Support System (OBISSS). The workgroup We have had presentations by state officials in Alabama and from the National Association of Head Injury Administrators (NASHIA) on the Online Brain Injury Screening and Support System (OBISSS).

The workgroup is currently exploring the following :

- 1) The ability to modify the approach to have a person, such as an intake worker or certified peer specialist, enter the data from their interview with participants into OBISSS.
- 2) The ability to add the Adult Symptom Questionnaire
- 3) The ability to add a referral to NeuroResource Facilitation
- 4) The ability for OBISSS be accessed by Care Everywhere, the shareable electronic health record (may be limited for MH records).

