

Traumatic Brain Injury Fund Advisory Committee Meeting

September 15, 2009

Utah Department of Health (Room 201)

4:30 pm – 5:30 pm

Minutes

Committee Members Present:

Troy Roper, Natalie Whatcott, Cindy Wilmshurst, Ron Roskos, Adina Zahradnikova, and Nita Smith

Committee Members Excused:

Mark Corgiat, Sarah Sanders, and Elaine Pollock

UDOH Support Staff:

Kevin Condra, Trisha Keller, Missi Leak

Welcome:

- Nita welcomed everyone to the meeting.

Approval of August Minutes:

- August minutes were approved with the suggestion that we send out “tasks” to the committee promptly after the meeting is adjourned.

Update on Reports from TBI Fund Contractors:

- BIAU and Phoenix Alliance have 36 clients enrolled.
 - Out of the 36, seventeen have had a four week follow-up already.
 - 2 have had a three month call.
- Intermountain started late because of a final signature on the contract and we will not expect a first report from them until February.
- No neuro psychs have been done yet but we do have contracts with both Intermountain and the U of U.
- Neuro Psych Exam Procedure: We have a sub-committee that will look at the forms submitted and refer them to the facility.
- **TASK:** Kevin will send committee the Neuro Psych Form.
- The committee can now start seeing the stories behind the numbers with the reports from the contractors.
- The contractors feel that they have at least helped those with TBI’s find direction and help.
- The contractors can help the sub-committee by breaking down those whom they feel are qualified for a neuro psych vs. those who are not.

Update from Workgroups:

- Marketing / Fund Raising Update:
 - Subcommittee consists of Adina, Sarah, Nita, Cindy.
 - Two things about fundraising:
 - People give if they believe in the cause.
 - They have to be asked!

- Adina shared with the committee the services offered from Pathway Associates (www.pathwayassoc.com).
 - They help non-profits get funding.
 - Nita shared concerns with committee.
 - Pathway trains existing people to do the work.
 - They are very good at what they do, but they are quite expensive.
 - **TASK:** Adina will send an email to Dave, and attend their lunch to further discuss options for this fund.
 - If we are unable to receive help, we could apply for grants.
 - **TASK:** Nita will check with the fiscal people about the whether or not we have a sunset clause.
 - All we can really ask of Dr. Sundwall is that he is neutral and will accept any amount we can get.
 - We are looking to ask for the same as before, \$50,000 – one-time funding.
 - UDOH can provide data and information reported through the TBI Fund contractors for those who will lobby during legislation.
 - The hardest part about a grant is finding the right grant to apply for.
 - We need to coordinate more with the VA.
 - **TASK:** Kevin will contact the Utah Medical Association, U of U, and Intermountain to see if neuro psych evaluations could be donated if we cannot get the funding in the future.
 - Obstacle with grants that we might run into is State matching funds.
 - **TASK:** Ron will contact Rich Harward to see about matching funds.
 - The way to approach these places is: we are doing this..., could you help with this...?"
 - We need to look into getting the right message to the right people.
 - We need to work with the local media to advertise the fund a little more.
 - Whenever something comes up in the news about someone receiving a brain injury, we should be seizing the opportunity to advertise the fund.
 - To date, approximately \$300 has been added by private donations to the fund.
 - Once we get started on a media plan, we will need to work on a logo for the fund.
 - Adina suggested that each of the committee members donate what money they can to the fund.
 - If you would like to donate to the TBI fund, send checks or money orders to: Pat Berubee, Office of Fiscal Operations, Utah Department of Health, P.O. Box 144002, Salt Lake City, UT 84114-4002; Please make the check or money order out to the "**DOH-TBI.**"
- Coordination with UBIC Grant:
 - The grant was created back in 1997-1998.
 - Kevin sent out the grant application to the committee as well as the latest draft of a TBI State Plan.
 - Judith at Utah State, Center for People with Disabilities is coordinating the grant writing for the UBIC group.
 - The new RFP is out and due by November 2nd.
 - The grant is currently housed at the Department of Human Services.
 - The committee has requested that this grant be moved to the Department of Health.

- The RFP is \$250,000 a year for four years.
- It's a very competitive grant year.
 - 24 states are expected to apply and only three or four will be funded
- Is it a marking plan we need to focus on, or a strategic plan for the fund?
- Children Special Health Care Needs was going to take the grant on if UDOH was going to house it, but Rich Harward has since taken on two grants and doesn't have time for another one.
 - Trisha sent Dr. Sundwall an email explaining that because of this, the Violence and Injury Prevention Program (VIPP) would take the grant on but they will need to hire the right administrator that has the background and the service expertise that VIPP doesn't have.
 - The committee noted there are several good candidates and they could help VIPP when the time came to recruit qualified individuals.

Discussion of Strategic Plan:

- This will give us credibility and it will help us in seeking further funding.
- SWOT analysis handouts were given to committee.
- Cindy asked that committee members take this home and complete the assessment.
 - Substitute TBI fund where it says business.
- After committee develops a SWOT, they will work together on strategic issues/goals, and action plan.
- An extra meeting for this specific meeting will be scheduled for those who can attend.
- October 13th from 4:30 – 6:30p.
- Bring SWOT items to this meeting.
- **TASK:** Kevin will send out a reminder to the committee about the meeting.

Veteran's On the Move Buddy Program:

- This is a program that will help Veterans understand public transportation.
- They are trying to make this a class to be held at the VA.
- They are working on a label for businesses that identify a "Business Friendly Place" for those with disabilities.
- If they have counters, bathrooms, etc. that is easily accessible for those with disabilities.
 - Einstein's Bagels has expressed an interest.
- **TASK:** Troy will bring the sticker to the next meeting.

Other Items:

- Ron shared information on the demand for BIAU services over the last three years with the group and this information will be sent to the committee.

Next Meeting

October 20, 2009
 Utah Department of Health (Room 201)
 288 North 1460 West
4:30 pm – 5:30 pm