



STATE OF DELAWARE
STATE COUNCIL FOR PERSONS WITH DISABILITIES
Margaret M. O'Neill Bldg., Suite 1, Room 311
410 Federal Street
Dover, Delaware 19901
302-739-3621

The Honorable John Carney
Governor

John McNeal
SCPD Director

BRAIN INJURY COMMITTEE MINUTES
March 4, 2019 – 2:00 PM
Smyrna State Service Center, Smyrna, DE

13 in attendance of 24 **QUORUM PRESENT.**

PRESENT:

Tammy **Clifton**, DOL/ DVR, Senior Counselor and **BIC Chair** (obo Andrea Guest, Director); Christine **Applegate**, EN Navigator, Bayhealth; Linda **Brittingham**, Christiana Care Health System (CCHS); Andrew **Burdan**, Brain Injury Advocate/Support Group; Thomas **Cairo**, Bayhealth Neurosurgery; George **DeFarno**, Survivor and Director, Post-Acute Medical Center (Dover); Nicholas A. **Duko**, Program Mgr., BCBS Highmark Health Options; Brian **Eng**, Esquire, Community Legal Aid Society, Inc., Disabilities Law Program; Sue **Gamel-McCormick**, APRN, DHSS/DMS/Birth To Three; Sharon **Lyons**, BIAD, **BIC Vice-Chair**; Miguel **Marcos**, TCM Program Manager, Veterans Affairs (obo Virginia Yelland); Karen **McGloughlin**, Director of Women's Health (obo Dr. Karyl Rattay, Director); Dr. Ron **Sarg**, DCVA/MOAA; Megan **Witman**, Director of Therapy Operations, Encompass Health; and Dee **Rivard**, SCPD Support.

ABSENT:

Sybil **Baker**, GACEC (obo Wendy Strauss); Debbie **Dunlap**, Parent of a survivor and Advocate; Katie **Freeman**, Psychologist, DSCYF/DPBHS, (obo Robert Dunleavy LCSW); Michael **Gould**, DOI; Kristin **Harvey**, DDC (obo Rick Kosmalski); Dr. Charles **Jin**, Program Director, DSAMH, (obo Elizabeth Romero, Director); Dale **Matusevich**, DOE, ECE, Education Associate, Transition Services (obo Mary Ann Mieczkowski); Ann **Phillips**, Parent of a survivor; Dorothy **Prior**, Psychologist, (obo Marie Nonnemacher); Nancy **Ranalli**, Director of Community Outreach, Easterseals; Jamila **Waigwa**, DHSS/DSAAPD;

GUESTS: (Not able to vote or count toward quorum)

IN-PERSON – N/A

TELECONFERENCE PARTICIPANTS: N/A

CALL TO ORDER

Tammy Clifton called the meeting to order at 2:05 p.m., extending her appreciation for the opportunity to serve as the new chair. Tammy welcomed Mr. Marcos from the VA and Sue Gamel-McCormick from Birth to Three as new members prior to asking existing members around the table to introduce themselves.

ADDITIONS/DELETIONS TO THE AGENDA

Tammy inquired if there were any additions or deletions to the agenda and hearing none moved on to the minutes of the previous meeting.

APPROVAL OF PREVIOUS MEETING'S MINUTES

Tammy inquired if everyone had sufficient time to review the minutes of our last meeting on February 4 and whether or not there were any additions, deletions, or corrections to the minutes.

- Ron Sarg inquired about the portion of the minutes relating to Jr. Partners in Policymaking attendees visiting the Delaware General Assembly on a Friday to make remarks on a subject that is important to them since the General Assembly does not meet on Fridays. However, this information was correct as the attendees use the chamber while the Legislature is not in session.
- Ron also inquired about what kind of link he is supposed to provide to Karen McGloughlin for the Data Development Subcommittee and received an explanation that she wanted to receive notification on the status of legislation recommending the formation of a TBI Registry in Delaware that Ron previously requested BIC member review and support of during our previous meeting.
- Ron pointed at that on the bottom of page 6, the word "do" should be removed in order to have the sentence read correctly. This change was incorporated into the previous meeting minute corrections.
- Brian Eng advised that he is the official representative of CLASI not attending on behalf of Laura Waterland. This correction was incorporated into the previous meeting minutes, the sign-in sheet, and the BIC Distribution list.
- Megan Witman requested that the "h" be removed from her last name since her last name is not spelled with an "h". This correction was incorporated into the previous meeting minutes.
- Brian Eng made a motion to approve the minutes as amended, Ron Sarg seconded the motion with voting committee members in attendance unanimously approving the motion to approve the minutes of 02/04/19 as amended.

NEW BUSINESS

- **BIC By-law Review and Approval**

- Brian Eng reviewed the by-laws as developed by the By-law Subcommittee advising that the current draft includes a mechanism to remove members and responsibilities that BIC is statutorily required to do.
- Brian advised that there was a discussion as to what duties are duties of the BIC and what duties are the responsibility of the Council.
- The by-laws do not include term limits for the Chair and Vice-Chair since this committee can decide at a later date to institute term limits if it becomes necessary. However, Brian believes that the BIC can have healthy changes without instituting term limits.
- Ron Sarg suggested removing a semi-colon under Article I. after the word “Brain” in the first number 2 on page 1 in order to make the sentence grammatically correct. Committee members in attendance agreed and Brian agreed to make the change in the final version.
- Ron Sarg also requested an addition to note that while members can participate by teleconference they will not count toward quorum or voting until such a time as the current Delaware Freedom of Information Act (FOIA) law is amended to permit Committee members to fully participate in this manner. Brian noted that he will include this in the BIC by-laws by adding a section “E” under Article VI. Brian advised that while there is a move to amend the law; it probably will not get approved. Brian agreed to incorporate this addition in the final version of the by-laws.
- Ron Sarg made a motion to approve the by-laws incorporating the one technical correction and one language addition. Karen McGloughlin seconded Ron’s motion with committee members in attendance unanimously approving the draft by-laws as amended.

OLD BUSINESS

- **Brain Injury Awareness Month (March)**
 - Kyle Hodges worked on creation of a Senate Concurrent Resolution (SCR) naming March as Brain Injury Awareness Month with the assistance of Karen who obtained current data from the Delaware Coalition for Injury Prevention.
 - Kyle worked with Senator Nicole Poore who agreed to introduce the SCR this month.
- **TBI Fund Application Review Committee Update**
 - Sharon Lyons provided an update on the TBI Fund with 2018 figures obtained from Dee. Sharon reported that in 2018 the TBI Fund Application Review Committee received a total of 20 applications from 16 applicants and 4 Brain Injury Fund Inquiries. Of the 16 applications received, members denied 4 because the applicant did not have a brain injury, had an ABI not a TBI, requested fuel assistance or childcare that is not paid under the fund. The Committee closed 6 applications/inquiries due to the applicant’s failure

to submit completed applications or to provide the required supporting documentation for the committee to review the application package. Committee members approved 9 applications with 5 funded and closed, 1 withdrawn because the applicant obtained other funding and 3 awaiting invoices for final payment.

- **Data Development Subcommittee Update**

- Karen advised that the DDS met just prior to the BIC meeting at another location and that she will put together figures in advance of our next meeting.
- Karen advised that the Subcommittee is still talking about establishing a Brain Injury Registry. She asked Dee to set up a meeting with a representative of DHIN to attend the next Data Development Subcommittee meeting in order to discuss what is possible, what the potential price tag will be and what barriers they may encounter.
- Tom Cairo ask if anyone has anything that they would like to see included for the next DDS subcommittee meeting for the members to pitch to DHIN to please send it to Dee prior to our next meeting.

- **Prevention and Outreach Subcommittee Development**

- Andrew and Christine volunteered to serve on the Prevention and Outreach Subcommittee as Sussex County representatives. Sharon Lyons and Brian Eng volunteered to serve as a New Castle County representatives and Tammy Clifton and Tom Cairo volunteered to serve as Kent County representatives for performing outreach.
- Tom Cairo stated that perhaps the Subcommittee could put all of the information on jump drives to hand out. He suggested obtaining an estimated price for purchasing the jump drives to disseminate information for outreach. It is important for this Subcommittee to speak to organizations and facilities about what the TBI Fund is able to help with. Tom also suggested that BIC should consider ordering business cards for the TBI Fund that they can leave with people.
- BIC members are interested in having a Retreat during the summer for formation of the Prevention & Outreach Subcommittee. The six committee members will meet to discuss this further.
- Sharon mentioned that the Brain Injury Association of Delaware (BIAD) talked about doing packets of information that included the Traumatic Brain Injury Fund information.
- Brian Eng felt that this a potential work around to generate the documents. He advised that the Prevention and Outreach Subcommittee members could advocate for facilities to keep a supply of the documents because it is good for their patients and clients. Brian suggested printing out an informational card of an approximate size of a 3 X 5 card that is 1/3 of the size of a tri-fold brochure in order for it to fit in existing plastic card holders. The information

contained on the card would include document availability from the SCPD website that facilities and non-profits could electronically print out additional copies to keep their supply full.

- Other suggestions included:
 - The development of a mobile application by the Prevention and Outreach Subcommittee.
 - Traumatic Brain Injury Care for civilians and Veterans since the Polytrauma center of the VA currently has 45 patients and regularly assesses 7 to 12 new veterans for TBIs every two-weeks.
 - Miguel Marcos from the VA advised that veterans and retired veterans receive an assessment by the PNR Dr. If the VA determines that a veteran has a true TBI they are sent to the VA Polytrauma Centers in either East Orange, NJ or Richmond, VA where they receive OT and PT in addition to phones and iPads for use as assistive technology. Miguel stated that there is a large portion of Vietnam Veterans that the VA is trying to get certified with combat related injuries. The Hospital side is the biggest side and Trauma Care Management is working with them on caregiver support.
 - Tying-in marketing outreach through the Division of Vocational Rehabilitation.
- Brain Injury Committee members agreed that it is a good idea to hold a retreat in the summer for the formation of the Prevention & Outreach Subcommittee. The new Subcommittee members will meet to discuss.
- **Additional Discussion**
 - One of the problems with TBI patients receiving care is that health insurance does not pay for a lot of what is needed. They will pay for ongoing outpatient before the patient maxes out and then they will not pay for it anymore. These survivors are just looking for another chance to get better.
 - Sharon advised that she receives callers who were diagnosed with a concussion who are 5 years out from their diagnosis. If someone is symptomatic for all of those years and is not receiving any treatment they do not have an opportunity to improve. It is not how much we have in the state; it is what insurance companies are supporting. Discussion ensued around several patients who are not receiving care because their injury was just a discussion and not officially entered into their records.
 - Ron advised that he sent emails to Senator Trey Pardee and Representative Sean Lynn about creating a Brain Injury Registry. Sharon inquired if Ron knew a woman named Pam who worked at the DVBIC that previously sent Sharon data on the number of veteran patients in the State of Delaware.
 - This Committee needs to try to find a way to include survivors in our meetings because we need to hear their perspective. Committee

members suggested adding a section for Survivor Input near the beginning of each agenda to enable more survivors to participate in BIC meetings. This way it would allow them to provide their input without staying for the entire meeting and they could leave after providing their input if necessary.

- **2019 Brain Injury Conference Update**

- Sharon provided a Brain Injury Conference update announcing that she found out that a lot of regular exhibitors and attendees were never notified about the annual conference.
- Krill Alekseyev, M.D., is the keynote speaker on Concussion, Mild Traumatic Brain Injury: Overview & Discussion.
- The Brain Injury Conference is taking place this Friday from 8:00 AM until 4:30 PM at Dover Downs.
- Felicia Connor is speaking on diversity.
- CEUs are approved for nursing, PT, OT, and Speech.
- Amy Kratz, a brain injury survivor is presenting a session on “To Be Yourself after TBI.”
- Katie Freeman is speaking on “Re-entry into School Following a Brain Injury.”
- Kristy Handley, M.S., and Sandra Vernon, M.A., are presenting on “Caregiving – Taking Care of You” during the conference.
- George DeFarno, BSN, RN, CEN CDP, CADDTC, is speaking on “Behaviors after a Brain Injury.”
- Kathleen Boyer, MSN, RN is presenting on “Think First for Teen: Brain Injury and Spinal Cord Awareness.” This group goes out and speaks to schools about safety following brain injury and spinal cord injuries as well as what to expect as a survivor.
- Christine Applegate, BSN, RN, CRRN, Olivia Washinski, BSN, RN; and Denise Jones, MSN, RN, CCRN, SCRNP are on a Nursing Panel presenting from the time of a trauma injury until when you go home.
- Jim Mills, M.D., is doing an “Adult Concussion Panel” along with Ashley Jones, CCC-SLP; Kristin Brown, OT; and Samuel Sullivan, DPT.
- Erica Devery, MSW, LSW, CCTP, CBIS, is presenting a session on Neurological Manifestations of Psychological Symptoms: A Case Study.
- People can still register using the website in addition to having an on-site registration available.
- The Brain Injury Association of Delaware (BIAD) is looking for BIAD Board members.

ANNOUNCEMENTS

- Andrew Burdan shared 3 items:
 - Susanne Campbell mentioned during February’s meeting about Birth-To-Three receiving grants from Hallmark. Could Sue Gamel-McCormick

from Birth-To-Three obtain more information on this to report on at the BIC April meeting? Sue agreed to ask Susan for additional information.

- Andrew offered his Church in Greenwood as a Retreat location for the Prevention and Outreach Subcommittee formation.
- Andrew received a call from a veteran who saw something in their newsletter about Delaware's TBI Fund. The veteran had questions that Andrew was able to answer. Andrew let members know that at least the word is getting out.
- Ron Sarg shared that he also passed information on the TBI Fund along to the Veteran Resource Officers so they could help get the word out.

ADJOURNMENT

- Sharon made a motion to adjourn that Ron Sarg seconded. Tammy called for discussion and hearing none, called for a vote by committee members present who unanimously approved the motion to adjourn.
- With no further business to discuss the meeting adjourned at 3:55 p.m.

NEXT MEETING

- The next scheduled Brain Injury Committee meeting is on **Monday, April 1 at 2:00 p.m.**, in the Smyrna Rest Area Conference Room.