

Traumatic Brain Injury Services Coordinating Council (TBISCC)
Meeting Minutes
Thursday, December 14, 2023, 10:00 am – 2:00 pm
One Commerce Plaza, 99 Washington Avenue, Albany, NY
16th Floor, Conference Room 1613

Topic	Discussion	Action/Next Steps/Who/When
Attendance	<p>Council Members Present (in-person): Jeffrey Bazarian, Michael Davison, Paul Novak, Clifford Hymowitz, Brent Feuz, Michael Jabonaski, Maxine Smalling, Crystal Collins, and Paul Partridge.</p> <p>Council Members Present (via WebEx): Brigette Hartman-DeCenzo.</p> <p>Council Members Absent: Michael Kaplen, Megan Clothier, Stephen Boese, and Ed Devitt.</p> <p>A quorum of members was present.</p> <p>DOH Staff: Amanda Tinaphong, Susan Lawless, Sonya Warren, Trang (Tiffany) Tran-Lee, Carla Nazaire, Richard Lehnert, Tom Rees, and Teri Schmidt.</p> <p>Note: The meeting was conducted via WebEx and in person. The meeting was recorded.</p>	
Welcome / Announcement New Member(s)/ Review of Old Business	<p>Dr. Bazarian called the meeting to order at 10:04 am. M. Jabonaski conducted the roll call. T. Tran-Lee informed the council members that a quorum of members was present. Dr. Bazarian thanked all attendees for coming to the meeting and reminded the Council of its mission. Specifically, the Council shall provide advice on the planning, coordination, and development of services needed to meet the needs of persons with traumatic brain injury and their families. Dr. Bazarian then informed the Council that Andrew Lebwohl has moved on to another position within the Office of Aging and Long-Term Care and that M. Jabonaski has been designated to replace A. Lebwohl at the Council. Dr. Bazarian then introduced Brigette Hartman-DeCenzo as a new member of the Council. B. Hartman-DeCenzo is the representative from the Office of Addiction Services and Supports. She is the Director, Bureau of Adolescent, Women’s, and Family Services Division of Addiction Treatment and Recovery. Dr. Bazarian also reminded the Council that the previous meeting minutes for the following dates will need to be voted on: June 15, 2023, September 21, 2023, and September 22, 2022. These meeting minutes were moved for approval by P. Novak and seconded by C. Hymowitz. The minutes were approved unanimously as presented.</p>	
Open Meetings Law Update	<p>Susan Lawless presented before the Council regarding the adoption of draft procedures under the extraordinary circumstances provision of the Open Meetings Law, section 103-a(2)(c). That provision states that: “members of the public body shall be physically present at any such meeting unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances, as set forth in the resolution and written procedures adopted pursuant to paragraphs (a) and (b) of this subdivision, including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting.” The Council voted to adopt the proposed procedures as drafted with the addendum of a reference to the</p>	

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	<p>additional provision in OML s. 103-a(2)(c), which provides that: “Notwithstanding the in person quorum requirements set forth in this subdivision, the public body may...allow for any member who has a disability as defined in section two hundred ninety-two of the executive law, where such disability renders such member unable to participate in-person at any such meeting location where the public can attend, to be considered present for purposes of fulfilling the quorum requirements for such public body at any meetings conducted through videoconferencing pursuant to this section, provided, however, that the remaining criteria set forth in this subdivision are otherwise met; and provided, further, that the public body maintains at least one physical location where the public can attend such meeting.”</p>	
<p>The Brain Injury Association of NYS Legislative Agenda and Programs</p>	<p>Christina LeBeau and Eileen Reardon open the in-person presentation by introducing themselves and their history. C. LeBeau is the Director of Advocacy and Engagement, and E. Reardon is the Executive Director for the Brain Injury Association of New York State (BIANYS). They begin the presentation on the Legislative Agenda and Programs. BIANYS mission is to educate and advocate for people and families impacted by brain injury and minimize brain injury through prevention. They were established in 1982 and provide education, advocacy, and community support services. They offer services such as Certified Brain Injury Specialist training, and education for schools and other professionals. They offer family support services, support groups around NYS, and a family help line for those who call inquiring about resources.</p> <p>The presenters state in 2023 they presented to 76 attendees at their symposium and educated 156 attendees at their annual conference. They discuss their concussion initiative which was formed 7 years ago and is a committee comprised of medical practitioners and professionals who focus on presenting information on best practices for preventing and managing TBI and concussions. The main goals of their concussion initiative include evaluating existing legislation, identifying gaps and advocating for stronger regulations to ensure successful outcomes, implement protocols to ensure successful return to life strategies for concussion survivors, and implement a statewide educational standard for education and health professionals that can be used for all those in NYS.</p> <p>BIANYS offers statewide support groups to allow for an exchange of ideas in a confidential environment for those with TBI. They also offer a national toll-free number for families, caregivers, and individuals with TBI to offer information and resource from 8am to 4pm. In 2023 alone they fielded 627 helpline calls and 336 info messages. They offer individual advocacy, grassroots advocacy, and legislative advocacy. They inform the council that they will be hosting an advocacy day on March 26, 2024, where they can meet with family members, advocates, legislators etc. They informed the council that they are pushing a bill (A1977) which will update the school concussion management and response protocols and will increase concussion data collection and reporting. It would mandate concussion management teams in all school</p>	

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	<p>districts, require academic return to learn policies, and an hour of concussion medical education to be completed on an annual basis.</p> <p>They shared their contact information at the end of the presentation and encouraged any council members to reach out for more information.</p>	
<p>TBI Service Goal Recommendations and Service Gaps/Workplan</p>	<p>Dr. Bazarian welcomes everyone back from lunch and they begin discussing the TBISCC Workplan. C. Nazaire introduces a concise version of the DOH action items regarding the workplan. C. Nazaire states that these are the aspects of the workplan recommendations that DOH can begin assisting the council with. The first action item is promoting the TBISCC meeting more aggressively. C. Nazaire informs the council that this action item has been done since the last meeting through rebuilding the mailing list and including more departments in the TBISCC meeting invite. The next two goals C. Nazaire introduces are to access claims data for the TBI waiver and coordinate with other departments to see if we can access claims data for those on Medicaid. She states that this action item would be to help increase the awareness of the of those in NYS with a TBI and help begin to build a data system.</p> <p>M. Jabonaski informs the council there is a databank where we can begin this process. In this databank there are codes set for those who are on Medicaid and have been hospitalized so starting there and pulling those who have head injuries would be a portion of the data DOH wants to access. C. Nazaire continues through the document of action items with the next item being to accumulate potential questions for TBI census. Dr. Bazarian states it would be helpful if one of the TBI Model Systems discussed in the prior meeting could help in the creation of the census questions. T. Rees informs the council that he has reached out to one of the model systems and they will be coming to the next TBISCC meeting so that would be a great introduction in opening the conversation to their help with the census. The next two action items were to investigate the TBI model system sites that DOH can model after and accumulate data from them, both which C. Nazaire completed and presented at the prior meeting.</p> <p>M. Smalling requests that the council members go though the workplan and make notes and come to the next meeting with 3 proposed actions for each recommendation so that we spend more time on the solution to the recommendations rather than spending time during the meeting reviewing what the recommendations are. She informs the council that time has been passing and she feels like there has not be as much progress made as she would like to see. T. Rees reviews which actions DOH will be focusing on for the next meeting to assist the council. Pulling the claims data is the focus of DOH and accessing the databank M. Jabonaski had referenced is what DOH will be working on following this meeting. Based on</p>	

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	M. Smalling's request, the council members will come back with proposed actions as well to share at the next TBISCC meeting.	
Open Discussion/ Council Members	C. Hymowitz requests if legislation involving those with TBI is brought to DOH, to please share with the council.	
Public Comment	Kate Berryann urges the council to advocate for more neurobehavioral treatments in NYS.	
Action Items	<ul style="list-style-type: none"> • Continue with the workplan, specifically, Council members should put forth their recommendations on the Workplan so that it will evolve into a report for presentation to the NYS Legislature and to the NYS Governor. • Invite speakers from NYU Langone to speak at the next meeting. • M.Jabonaski to research on TBI claim data. • Reference the Executive Law to the TBISCC extraordinary circumstances remote attendance guidelines. 	
Adjournment	Meeting was adjourned at 2:10pm.	