

GOVERNOR'S PERMANENT ADVISORY COMMISSION ON TRAUMATIC BRAIN INJURIES

Meeting Date: July 18, 2013 8:30 am @ Brain Injury Association of Rhode Island, Cranston

Attendance:

Kate Sherlock	RI Disability Law Center
Richard Muto	TBI Survivor
Sharon Brinkworth	BIARI Executive Director
Janice Hulme	Physical Therapist
Jennifer AndradeKoziol	
Michael Baker	President, Brain Injury Association of RI

Excused: Leslie Mahler Cognitive Rehab Specialist
Kim Ripoli Governor's Office

Not in Attendance:

Theresa Brophy	Family member of TBI survivor
Linnee Tuttle	Tr-Town
Robin Etchingham	Nurse Case Manager
Michelle Szylin	Office of Health and Human Services

Motion to accept minutes from 4/18/13 was seconded and approved.

Discussion/Old Business:

1. Announcement that the commission is official. Filing completed with the Secretary of State's office. Leslie Mahler is the filing coordinator. Agendas will be filed on the Secretary of State's website.
 - a. Leslie will need to find out if the minutes also have to be filed.
2. Reviewed Minutes May and June
Discussion regarding the fact that these meetings were done before the commission was officially recognized and did the minutes really need to be approved and to date until the by-laws are not established.
Minutes were unofficially approved, abstentions Rosemarie, Janice, Jen
3. Two bills introduced by Kate Sherlock were approved.
 - a. Bill # H 5679 Substitute A
 - i. Delete Psychiatrist and replace with Physiatrist
 - b. Bill # S 0645 to add someone from the Executive Office of Health and Human Services to the Commission since that is where the TBI fund resides

A copy of the actual letters sent on the official letterhead have been attached to the previous months minutes (June 20 2013)

4. Kate has invited Jason Gramitt, the attorney for the Ethics Commission; 222-3790 Ext 17 to attend the August (or September) meeting of the commission to determine whether members of the Commission need to complete a financial statement.
5. Robin Etchingham was schedule to attend today's meeting to speak about the TBI fund. She was unable to make it. Kate will re-schedule for either August or September, depending on Jason Gramitt.
6. As the Commission is now able to post meeting notices and minutes on the Secretary of State website, draft of the Commission's bylaws with proposed changes will be sent to commission members; to be voted on at the next meeting
 - a. The quorum in the draft was re-visited and with a review of the 'usual attendance' the proposed quorum will be 7 members.
7. The nursing home contact list was distributed. As the number of nursing home survey responses has been low, Sharon/Elizabeth offered a volunteer to contact as many as possible of the non-responders. Janice will contact Cedar Crest and Evergreen; Richard may be able to help next week and continue with the list.

New Business:

1. Commissioners are asked to research possible Psychiatrists that might be interested in being on the commission. It is believed that Dr. Mayoral has left his position at Landmark, however, need to verify. Kate will contact his secretary.
2. Linnea Tuttle might possibly be unable to attend future meetings. Janice will attempt to contact her to confirm his information.
3. In the event that Linnea is unable to continue in her role, possible contacts for potential commission members will be needed for the next meeting. Barbara Lenardo and Gina Albanese were suggested.
4. Jennifer will send data from the 2010 TBI Special Emphasis Report (standardized template from CDC – 3 data sources: hospital d/c, emergency department and deaths). She will also present to Violence and Injury Prevention Committee - after reviewing data, the commission can decide if additional data is needed and Jennifer will request from Violence and Injury Prevention Committee.

Next meeting date & location: **Thursday August 22, 2013 @ 8:30 am**
 Brain Injury Association of Rhode Island
 935 Park Avenue, Suite 8
 Cranston, RI 02910

Agenda for upcoming meeting -

- Also included with the bills outline in # 3 above, was a name change of "Behavioral Healthcare, Developmental Disabilities and Hospitals" to replace "Mental Health,

Retardation and Hospitals” (per secretary completing minutes: the discussion of this was inadvertently missed at the July meeting)

- Approve meeting minutes from 7-18-13
- Review and approve bylaws with changes
- Ethics Commission update on financial disclosure statement
- Nursing home survey data follow-up with nursing homes
- Create a continuum of care for persons with TBI in RI; create a system profile
- New business
- Possible Guest Presentation- Jason Gramitt, Ethics Commission or Robin Etchingham, TBI Fund

Upcoming Meetings:

Meeting Dates/Times (8:30 at BIARI office, unless otherwise noted):

Thursday August 22
Thursday September 19
Thursday October 17
Thursday November 21
Thursday December 19

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7/23/13