

ENGAGE. INTEGRATE. INSPIRE.

The mission of the BIAC is to engage, integrate and inspire brain injury stakeholders to help achieve the
Statewide Vision for Brain Injury Policies and Services.

Brain Injury Advisory Council (BIAC) Meeting

June 10, 2022 - 10:00 a.m. – 2:00 p.m. CT

Zoom information for connecting: <https://educationne.zoom.us/j/94166263913>

To Join By Phone, dial +1 312 626 6799 US (Chicago) - Meeting ID: 941 6626 3913
Find your local number: <https://educationne.zoom.us/j/94166263913>

AGENDA

10:00 – 10:30 am:

Call the meeting to order – Judy Nicholson

Please enter your name in the chat box so the Recorder can take attendance and determine a quorum.

Approve December 10, 2021 meeting minutes and June 10, 2022 meeting agenda – Judy Nicholson

BIAC members, please read the past meeting minutes and the new agenda before the meeting and be prepared to offer any corrections to the minutes or additions to the agenda if needed. Vote to approve.

Open meeting announcement and public comment – Judy Nicholson

Members of the public or guests attending the meeting are allowed to direct comments to the BIAC at this time, Comments will be limited to 5 minutes each, as time allows, and no discussion or action on the comments should be expected.

BIAC Member Conflict/Duality of Interest Declarations – Keri Bennett

Please read Article IV of the BIAC Operating Procedures (we have included the relevant section at the end of this agenda for your easy reference) to determine if you have any potential conflicts or dualities of interest to declare. If you have questions or are unsure if you have anything to declare, you may contact Keri Bennett to discuss before disclosing to the BIAC.

10:30 – 11:00 am:

Review/discuss Central Mediation Center report with Elizabeth Troyer-Miller

Please read Elizabeth's report and come to the meeting prepared to ask questions or offer comments about the report and her recommendations. BIAC members should expect to vote on taking action on recommendations.

11:00 – 11:10 am: Break - Take this opportunity to get up and move around! ☺

11:10 – 12:10 pm:

Review BI State Plan progress and process to update it with Maria Crowley, TBITARC, Facilitator

Please read the State Plan Progress Report before the meeting and be prepared with any questions or comments. Maria will facilitate discussion on required updates to the Plan, and outline a process for incorporating the updates by December 31, 2022. Questions to consider before the meeting:

1. *The Administration for Community Living (ACL) has asked all grantee states to add specific strategies for targeting and serving children, youth, adults and older Nebraskans with TBI into their Brain Injury State Plans. As you review Nebraska's State Plan progress report...*
 - a. *Do you see places where strategies to positively impact people with brain injury in these age groups are **already** represented? If so, where?*
 - b. *Do you see places where strategies to positively impact people with brain injury in these age groups **can and should** be added? If so, where?*
2. *ACL has also asked all grantee states to include strategies in their State Plans for reaching culturally and linguistically diverse subpopulations in an effort to help ensure future needs assessments more accurately represent Nebraska's population. What subject matter experts or resources are you aware of that will help the BIAC develop strategies to reach the people we have not reached before in our needs assessments?*
3. *In the future, BIAC members will be asked to attach written letters of commitment describing how they will support and advance the State Plan activities. As you read the State Plan progress report, where do you see opportunities for you as an individual or for your organization to contribute in concrete, meaningful ways to accomplish the State Plan goals and objectives?*
4. *What input do you have on a process we can use to make these ACL-requested updates to the State Plan over the next few months?*

12:10 – 12:30 pm : Working Lunch – *Please break for lunch for 20 minutes. Please feel free to bring your meal back to the meeting as we continue to work through our agenda.*

12:30 – 1:00 pm:

Progress report on TBI grant project evaluation services, Partners for Insightful Evaluation (PIE), formerly Schmeckle Research, Inc.

Liz Gebhart-Morgan of the PIE team will introduce herself and provide a short report on the data collection and evaluation plan for the new TBI grant activities.

1:00 – 1:05 pm:

Committee Reports

Please read the written report and be prepared with any questions or comments for the Committee Chairperson.

1. **Public Policy – Tiffany Armstrong**

1:05 – 1:20 pm:

Nebraska VR TBI Grant Activities Report – Keri Bennett

Please read the written reports and be prepared with any questions or comments.

1. **Contractor/Project updates**
2. **ACL TBI Grantee Workgroup reports**

1:20 – 1:40 pm:

Unfinished Business (if any)

If there are questions regarding past BIAC business that were unresolved, you may raise them here.

New Business (if any)

If you have a new topic or issue you believe the BIAC should consider, you may raise it here.

- 1. Propose date change for September meeting to the 16th due to NASHIA annual conference - Judy Nicholson**

1:40 – 2:00 pm:

Announcements

BIAC members may share brief (5 minutes or less) updates and notices about upcoming events, etc. The following updates were anticipated during the March 11 meeting that was cancelled:

- 1. Nebraska BI Conference - Peggy Reisher**
- 2. Nebraska DHHS Medicaid Waiver updates – Karen Houseman**
- 3. TBI Awareness Month Activities – Keri Bennett**
- 4. Invitation for new BIAC New Member Mentors – Judy Nicholson and Keri Bennett**

Adjourn

Next Meeting – September 16, 2022

ARTICLE IV. CONFLICT/DUALITY OF INTEREST

A conflict/duality of interest is defined as a situation in which an individual decision-maker has any impediment to being impartial and loyal, such as: (1) a personal, professional, business or volunteer position, responsibility, or interest; or 2) a conflicting duty to another entity where the individual's allegiance may be split between the BIAC and another organization. An apparent conflict/duality is defined as a situation or relationship that may cause an observer to question whether there is an impediment to impartiality.

Nebraska VR and the BIAC recognize that members have diverse professional and financial interests. Because of these interests, the BIAC has adopted a policy whereby all members must disclose all situations and relationships which may influence the way members carry out their responsibilities. It is essential that all members adhere to this policy in order to protect the reputation and integrity of the BIAC. Failure to adhere to this policy could result in a real or apparent conflict/duality of interest, including personal financial gain if members have significant relationships with not-for-profit or for-profit organizations or enterprises whose products, services or businesses are related to the goals of the BIAC or of the federal TBI grant.

1. Individuals applying for membership on the BIAC shall be required to disclose all such situations and relationships, including but not limited to, employment, volunteer positions and organizational affiliations as part of the application process.
2. BIAC members shall disclose all situations and relationships of which they are aware which may result in a real or apparent conflict/duality of interest at the first meeting of each calendar year, or at any time such a relationship is formed. These disclosures shall be recorded in the meeting minutes. Disclosures that occur between meetings shall be reported to the BIAC Chairperson and Nebraska VR. The disclosure shall be amended to the most recent meeting minutes.
3. A BIAC member with a real or apparent conflict/duality of interest on an agenda item shall refrain from participating in the discussion, other than to offer information or to answer questions. When a vote is taken, the member shall leave the room during the vote and until the votes are tabulated. The minutes shall reflect that the member was “not present” for the vote.
4. Any BIAC member who is unsure whether a situation or relationship results in a real or apparent conflict/duality of interest may contact the BIAC Chairperson and Nebraska VR to discuss the relationship