

Traumatic Brain Injury Services Coordinating Council (TBISCC)
Meeting Minutes
Thursday, September 22, 2022; 11:00 am – 1:30 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): Dr. Jeff Bazarian, Chair, Crystal Collins, Dennis Barlow, Paul Novak, Dr. Paul Partridge, and Maxine Smalling.</p> <p>A quorum of members was not present.</p> <p>Council Members Present (via WebEx): Michael Davison, Clifford Hymowitz and Megan Clothier.</p> <p>Council Members Absent: Ed Devitt, Brent Fuez, and Michael Kaplen.</p> <p>DOH Staff: Maribeth Gnozzio (DOH Representative on behalf of Susan Montgomery), Susan Lawless, Anna Ko, Carla Nazaire, Trang (Tiffany) Tran-Lee, Maureen Schips and Richard Lehnert.</p> <p>Note: The meeting was conducted in person and via WebEx.</p>	
Welcome / Announcement New Member(s)/ Review of old business	<p>M. Gnozzio called the meeting to order at 11:13 am. Dr. Bazarian conducted the roll call. M. Gnozzio informed the Council members that there was not sufficient membership in attendance necessary for a quorum to conduct business.</p> <p>Dr. Bazarian confirms that as the Chair, the meeting is to proceed for informational purposes.</p> <p>M. Gnozzio provided an update on the reorganization at the New York State Department of Health, specifically on the newly formed Office of Aging and Long-Term Care (OALTC). The office will focus on services to Seniors and Long-Term Care service recipients. The Bureau of Community Integration and Alzheimer Disease (BCIAD) will be moved into the OALTC. The new Center of Aging and Long-Term Care Finances and Supports will be headed by Andrew (Andy) Lebwohl, who will begin working with the Department by the second week of October.</p> <p>Dr. Bazarian asked what the practical implications of the change in organization would be to the TBISCC. M. Gnozzio responded there are no real implications other than the changes to the leadership. P. Novak asked for information on the experience of the new leadership. M. Gnozzio responded that Mr. Lebwohl is an Assistant Counsel with the New York State Housing Finance Agency in the Division of Housing and Community Renewal. When he assumes his position as Center Director, we anticipate he will be actively involved with the Council. Dr. Bazarian would like the Council to begin to focus on specific issues in the workplan. At the National level there are topics of priority that the Council could use to select ideas that pertain to New York State and making them more user friendly for the TBI population. Dr. Bazarian presented if the Council can proceed with voting on the previous meeting minutes. M. Gnozzio indicated the approval of the previous minutes for both the June and September meeting will be tabled until the next</p>	

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	meeting when a quorum is achieved. Dr. Bazarian asked if there are comments on the June meeting minutes. No comments received.	
Open Public Meetings Law	<p>S. Lawless discussed the Extraordinary Circumstances provision of the Open Public Meetings law. The Council voted on June 23, 2022 to adopt the extraordinary circumstances provision but tabled the resolution related to video conferencing procedures. S. Lawless provided packets with an edited model resolution taking out reference to the adoption of procedures. The committee on Open Government wrote this model resolution that Councils can use to adopt the extraordinary circumstances provision, and they also drafted a set of model procedures having to do with video conferencing. The definition of Extraordinary Circumstances currently in law is: “Unless such members are unable to be physically present at any such meeting location due to extraordinary circumstances, 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 also discussed Reasonable Accommodations as they apply to the specific make-up of the Council and the implications of the ADA on requiring in person attendance to meet the definition of a quorum. Several ideas were presented to address this issue. S. Lawless agreed to complete more research on the topic for the next meeting. Another question was raised to see if the Council can adopt a resolution to reduce the number of members necessary to constitute a quorum number.</p> <p>S. Lawless will research and get back to the Council.</p>	
Presentation from NASHIA	<p>M. Gnozzio introduced Rebecca Wolfkiel, who is the Executive Director of the National Association of State Head Injury Administrators (NASHIA). R. Wolfkiel presented on what resources/support NASHIA has to offer to the Council. R. Wolfkiel stated that NASHIA supports State programs that help people impacted by Brain Injury and to support best practices related to their services. Highlights of the PowerPoint presentation included: NASHIA is membership based with opportunities for all members in the community. NASHIA provides resources and informational newsletters along with social media, training, Federal Advocacy-Partnering with States, and Public Policy in Action. R. Wolfkiel stated that TBISCC is a group that NASHIA would like to engage with and asked how NASHIA can support TBISCC efforts.</p> <p>R. Wolfkiel said the ACL-TBI state partnership technical assistant center, which is run out of the Administration for Community Living has an advisory leadership group of people impacted by TBI. As a member of this group, C. Hymowitz believes it would be a great resource of information for the TBISCC.</p> <p>Dr. Bazarian asked how NASHIA can help New York State (NYS). R. Wolfkiel said that NYS can have 2 people as part of the membership advisory council, and it would be beneficial to network with other states. Discussion with the Council and R. Wolfkiel yielded that NASHIA could be a great partnership for NYS at the national level. R. Wolfkiel offered to set up a policy meeting to discuss more on the public policy side</p>	

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	and learn more about advocacy efforts in New York and how they align nationally with NASHIA to foster a partnership.	
TBI Service Goal Recommendations and Service gaps	M. Gnozzio reminded the group that the meeting times were reduced during the pandemic and asked the Council if these meetings should be extended since we are back to in-person meetings. The Council agreed and the meetings will now be from 10am-2pm. Dr. Bazarian directed the Council to the Workplan for discussion. A workplan including goals from the national work plan by the National Academy were discussed goal by goal. Dr. Bazarian would like to put the goals into laymen’s terms and tailor them to goals that will work in New York State (NYS). Goal 1 was determined as not pertinent to NYS and can be removed. Goal 2 was determined appropriate to NYS and should remain in the workplan. M. Smalling commented that Goal 2 should be kept completely as presented. Goal 3 was discussed and would be combined into one. Goal 4 and Goal 5 should be kept in the workplan with modifications. Dr. Bazarian and M. Smalling suggested tabling the discussion on the rest of the goals for the next meeting and to start with Goal 6 at the next meeting.	
Member Updates	M. Davison began discussion of the shortages of resources in Home Care. The shortage of direct care staff is impacting the provision of services. M. Gnozzio agreed and commented that the issue is not solely related to staff wages. C. Hymowitz commented that Home Health Care staff are not feeling valued. M. Smalling mentioned the Times Union article summary regarding indexing minimum wage. P. Novak commented the meeting had focused goals and great follow through.	
Public Comment	No public comment was presented.	
Items to Discuss at the Next Meeting	Workplan starting with Goal 6, and S. Lawless to get back to the Council with her research on Extraordinary Circumstances provision.	
Adjournment	Meeting was adjourned at 1:05 PM.	