

**Brain Injury Association of North Carolina  
Board of Directors Meeting October 15, 2005**

Board members attending:

Marilyn Lash, Hank Baker, Lucy Hoyle, Anna King, Chuck Monnett, Karla Thompson, PhD, Karen Harrington, Linda Herbert, Kitty Barringer, Sandie Worthington, Elsie Siebelink, Debbie Leonhardt

Excused Absent: Cindy Boyd, Mark Sumwalt, Manish Fozdar, M.D

Staff attending: Sandra Farmer, Susan Fewell, Darlene Wetzel

Guests: Janice Millns, Paula Hart, Christine Trevellini, Cindy Asby, Grey Powell

Adoption of Agenda and Minutes: Meeting called to order at 10:15 am by Marilyn Lash and board members and guests were given time to introduce themselves. Packets of information were given to board members to review. Motion was made and accepted to approve minutes from previous board meeting on July 23.

Advisory Council Update: Marilyn gave an update on the statewide Advisory Council. In the last 6 months, much progress has been made, thanks in large part to the leadership of Sharon Rhyne. There is an interim plan for filling Beth Callahan's position. Interviewing will start in the next few weeks. Sharon will be part of the final interviewing process. BIANC could send a letter of appreciation to Sharon Rhyne for her support and hard work to build alliances with other key stakeholders. Sandra will draft a letter. Sandy Elsworth is processing requests for services at this time. The work has been divided up. Christina Carter will be liaison with the Advisory Council. The Council and BIANC submitted a request for a report on the 1.4 million dollars designated for TBI in NC. Sharon and Marilyn will meet with the lead agency next month to try to get better understanding of how funds have been spent and get an idea of policies and procedures related to the processing of requests. Kay Sanford, with Public Health Division (data guru for NC) has done a comprehensive analysis of TBI injuries in NC using death certificate data, hospital data. Marilyn can email that data to those who are interested. The goal is to develop fact sheets with data trends and information on brain injury in NC. The Council is trying to educate themselves on current issues. Ana King reported last meeting on an analysis of trust funds in other states that help fund services for brain injury. Next month, a person will report on the community waiver program from Dept. of Medical Assistance (DMA). A community based waiver allows folks to use Medicaid dollars without being required to be in a hospital or nursing home. Much discussion has examined the definition of acquired versus traumatic brain injury. The Council had proposed a broader definition that would include acquired brain injury. There would be a financial impact if the definition was opened to include other survivors. Every state agency has been invited to bring their own definitions to the next meeting. (VR, Public Instruction, etc.)

Thanks to Ana, Elsie, and Debbie for their work on the executive committee. There are two areas we need to look at next:

1. The input you gave at the last meeting for the state plan was helpful and forwarded on to the Advisory Council. BIANC is in position to help with leadership.
2. BIANC needs to develop a five year plan to guide our future development. This can be a goal for next year.
3. We need to have a plan for fund raising in future.

Update from Sandra Farmer: There is a new employee in the Greenville office. Maria has resigned and the new employee will be covering the office. She has experience working with other disability groups. The job will be split between this employee and a graduate student who will be helping with the Peer Counseling program. Rachel Schreck is a part time employee in the Raleigh office (former intern). Julie Bonsib (survivor) is also doing an internship at the Raleigh office from Peace College. The calls are continuing to increase (500+ per month across the state). New support groups are starting in Ahoskie, Alamance County, Chapel Hill and other more rural areas. BIANC has mailed newsletters to members and previous members along with a membership drive. 1000+ training surveys have been mailed out across the state to gather input on training needs and they are starting to come back.

Surveys were mailed to the LME's, Rehab hospitals, Social Workers, VR Counselors to raise awareness about brain injury. The Resource Book is continuing to be compiled and will be on the website soon. Two grants have been submitted. One grant is from the Bio-Terrorism grant to provide brain injury education to emergency medical staff. A HRSA (Health Resource Services Administration) grant has been developed to obtain some funding from the TBI act. Each state is looking at their delivery services and are encouraged to apply for a grant. The grant must come through the lead agency. In the grant application, Project STAR will conduct a needs assessment of LME staff, providers and survivors and families to determine future training needs. BIANC would open another office in Asheville. Community Care Partners is offering to donate office space in Asheville. Grant will be submitted in November and would start in April (and last 3 years).

Nominating committee: Anna King discussed nominations for board members. There are currently 5 open positions and other positions will open when terms are up. Anna says we are always looking for good new members.

Bob Burkhart- has a master's degree after brain injury. He feels there is a role for survivors on boards and wants to help with marketing and advertising

David Cox-licensed neuropsychiatrist, previously on Florida brain injury board, has experience with trust funds and wants to help with professional training

Flora Hammond- principle investigator for model systems grant, can promote vision of BIANC within medical

Stephanie McAdams -UNC, coordinates stroke support groups, speech and language, exhibits, helps with silent auction, and can present on TBI

Grey Powell- attorney by training, survivors, works for GACPD, wants to help with legal research, and helping with trust fund

The nominees were voted on as a slate and it was unanimous that they be accepted.

Chuck asked if we had made any effort to get a representative from the defence or veteran's administration.

Marilyn supports finding someone for the next open position.

Provider Council: Karla Thompson has done minutes which she will distribute. 20+ folks showed up for first meeting. Board members, neuropsychologists, speech therapists, educators were all invited. It was a good first meeting. Two primary goals were Resource directory and a Speakers Bureau. A list serve is a good method of communicating with others. Karla could coordinate list serve. Anyone who is a professional and provides services to survivors and families can be on the Council. We need volunteers from other parts of the state to get regional Councils started.

Financial Report: We have \$72,000 in our budget. \$12,000 in checking and \$60,000 in money market (partly to support Pitt office). The monies from the EMS grant will be added. BIANC must bill for services for the state contract and EMS grant after the fact, so there needs to be money up front to cover staff costs while waiting for contract funds to come in. Marilyn asked Hank Baker if he is getting the information he needs. He would like information in advance. Marilyn suggests that Jonna send Hank a monthly report at the beginning of each month to keep him informed. November 1...Jonna will send email of file to Hank.

Education Committee: Elsie and Sandie reported that the training surveys have been mailed and are coming in (there were two different versions, one for professionals and one for survivors/families.) The Provider Council can help. Karla asked if surveys were sent to schools...hopefully to Guidance Counselors and Special Ed teachers. Linda said you can go on the website for Public Instruction to get information.

Golf Committee: There are 30 teams signed up so far for the Golf Classic. It will be on the Monday, Oct. 31. Folks are getting a little "donation" burned out after Katrina, earthquakes etc. so this year may be a little smaller. Marilyn reminded the committee to use the form designed by the board. Dick Weiss has looked at Northridge country club as a possibility.

Fund Raising: The Gala made \$24,000 in June and this was due in part to donations that the Harley dealership helped to get. This next year, the Harley dealership will allow us to have the Gala but we need to get our own donations. A small group met and decided we needed a group to “adopt” BIANC to help with the fund raiser, but no group has volunteered to date. It may be better to have a Gala only every other year or look at other fund raisers. We want to do something with the Harley dealership. Ernie Irvan had the Walk in Michigan and earned \$60,000. He wants to come to NC at some time, but is not committing to a specific year. The Walk for Hope for Mental Illness raised \$350,000. Linda Herbert reported on another walk where each person has their own website to gather donations. Marilyn reports that BIANC needs to be involved in fund raising, but what is the mission and philosophy behind the fund raising. When events involve survivors and families, this helps with awareness. Fund raising needs to be balanced with grant and contract development. We could have regional events to involved those in other parts of the state. We have a goal of educating professionals. We need a fund raising committee. Karen suggests we could pick a date and have several events across the state on the same day. We could have walks in each part of the state on the same day....or have events at Harley dealerships in several towns on the same day. One issue is what will the money raised be used for..that needs to be decided in advance.

5-year plan for BIANC: We could take the mission of BIANC, education, research, prevention, advocacy etc. Each board meeting in 2006 could be focused on a different part of the mission and develop the 5 year plan one section at a time. Elsie suggests doing two at each of the next board meetings so we can get the plan developed and not take all year. We could have a retreat and bring in an outside facilitator. One suggestion is that committee reports could be mailed out electronically two weeks before board meetings so these would not have to take time at the meetings. The next board meeting is an open meeting (required by by-laws). Chuck suggested we have a speaker phone that folks could call in so they would not have to travel. The open meeting will be scheduled on November 19<sup>th</sup>.

New Business: Support groups and how they are affiliated with BIANC. What is our relationship with our support groups? We need to get feedback on how to work together. Clarify fund raising. Some groups are able to do their own fund-raising and are set up as non-profits. BIANC needs to do education within the support groups and tell them who BIANC is, how to work together.

BIANC is no longer the leader of the camps. Sandie worked on the camps for several years. BIANC has the name on the paperwork but EROC is providing the camps. Does BIANC want to collaborate with EROC...due to liability issues. Does BIANC need to take over the administration of the camps again? Camp was started by Beth Callahan 11 years ago. She ran it for two years as a community event. Sandie and Ashley took over camp the 3<sup>rd</sup> year and ran it for 6-7 years as part of the BIANC. They asked EROC to take it over. Beth Callahan gave funding for paid position to EROC for planning but the last few years but BIANC is not involved. Are there legal issues...if something goes wrong...is BIANC liable? Sandra wants to meet with the person who replaces Beth Callahan and discuss wellness and recreation across the state. Chuck suggests that BIANC ask to be named on any liability policies. Sandie suggests a formal agreement or document to define the relationship with BIANC. There is no formal collaboration. Marilyn ...”anytime our name is used in fund raising, we need to have a process where we have input and make sure the event has standards”

One suggestion is to ask that BIANC name be taken off the camps next year while they fix the problems and then re-evaluate whether we want to be associated. We can talk to those at the lead agency (who funds the camps) to express our concerns in writing. We can ask that any time our BIANC name is used, that this be agreed upon in advance. Anna says our mission is education and collaboration, so can we educate those working with the camp. Talk to the staff about the benefits of taking risk versus using good judgement. Sandra could try to set up a meeting with the staff. Motion: We direct our President to establish contact with camp staff and report at next board meeting. Sandra and Sandie will meet with staff.

Open Meeting: Christine Trevellini reports that no one knew they had a Walk & Roll-a-thon. BIANC did not turn in the non-profit ad. Janice feels folks are not working together. Janice is a support group leader and this is hard. It took me a year to figure out camps. We need better communication and collaboration. Survivors would like a

membership card. Cindy Asby says the eastern BIANC office needs new brochures and does not want to print them on her printer. By-laws...Cindy would like a copy of the by-laws. Paula says the By-laws should be revised each year and brought up to date. Fund raiser proposal form....Cindy has a question about it. She does not want to have to fill out the form for a yard sale. Cindy also pointed out that BIANC owed the Down East survivors \$700. Marilyn explained that the form is for bigger fund raisers. Some folks did not like that the money went to BIANC for the Walk & Roll-a-thon rather than to the support group. Marilyn suggests that a policy be developed to guide fund raisers. Cindy asks why doesn't BIANC give money for refreshments to support groups. Regional representatives of the Board could be given the task of keeping in touch with support group leaders and reporting problems. Some support group leaders may not be sure what the role of BIANC is so it would be good if a board member could visit each support group.

Meeting Adjourned:

Motion was made and seconded to adjourn the meeting at 1:20 pm.

Respectfully submitted:

Susan Fewell