

**Meeting Minutes**  
**Hybrid Meeting | Thursday, Nov. 13, 9:00 AM – 1:00 PM**

**ATTENDEES**

**Voting Council Members**

Name	Present	Proxy	Name	Present	Proxy
Beth Overby (Chair)			Leila Hicks-Jarmusz	x	
Christine Fernandini	x		Lynn Makor	x	
Edward Jauch			Melinda Munden	x	
Geana Welter			Patricia Kay Reyna	x	
Glenn Johnson	x		Renee Johnson	x	
Jen Kimbrough	x		Roseanne Randall	x	
Jordan Slade	x		Tracy Hayes (Vice–Chair)	x	
Joseph Propst			Virginia Knowlton-Marcus – Lisa Nesbitt (P)	x	
Kevin Burroughs	x				
Kristen Barboza	x				
Laura Morris					
Laurie Stickney	x				

**Non-Voting Council Members**

Name	Present	Proxy	Name	Present	Proxy
Abigail Coffey	x		Stephanie Jones	x	
Dreama McCoy	x		Tom Mitchell		
Juanita Hooker	x				
Marcia Gibson	x				
Robin Sulfridge	x				

**Guests**

Name	Staff	Guest	Name	Staff	Guest
Badia Henderson	x		Lisa Jackson	x	
Ginger Yarbrough	x		Shannon Kuper	x	
Jennifer Meade	x		Stacey Harward	x	
Joonu Coste	x				

**Agenda Topic: Rollcall/Approval of Minutes – Tracy Hayes, BIAC Vice-Chair**

- Tracy Hayes, opened the meeting
  - Tracy filled in for Beth Overby, BIAC Chair, who was not able to attend
  - Quorum confirmed 15 of 20 voting members.
- The minutes distributed for approval at the November meeting were from an earlier session and did not accurately capture the discussions held in September.
  - Action Item: Minutes from the September meeting will be circulated and presented for approval prior to the next meeting.
  - Additionally, the minutes from the previous meeting should reflect the following actions, which were formally approved by a quorum vote:
    - Extension of the meeting duration by one hour
    - Amendment of the bylaws
    - Approval of the revised bylaws
- Joonu A. Coste, attorney for the Council from the Attorney General’s office, was present and introduced herself.

**Agenda Topic: Public Comment – Tracy Hayes, BIAC Vice-Chair**

- Dr. Glenn Johnson informed the BIAC that he will need to leave early due to a previous commitment.

**Agenda Topic: Disability Rights North Carolina – Desiree Gorbea-Finalet, Project Manager**

**NC Brains Initiative Summary**

- Launch & Purpose:
  - Launched in Spring 2025 to increase brain injury awareness among providers, individuals, and families.
  - Focus on promoting access to an evidence-based brain injury screening tool.
- Screening Tool Goals:
  - Make the tool widely accessible for self-screening and provider use in clinical, remote, or home settings.
  - Empower both the public and health care providers.
- Tool Details:
  - The new tool is referred to as the Online Brain Injury Screening and Support System (OBISS).
  - Based on a 2-page TBI screener from Ohio State University, enhanced by NASHIA.
  - Includes a symptom questionnaire and is hosted on a HIPAA-compliant virtual platform.
  - Screens for both Traumatic Brain Injury (TBI) and Acquired Brain Injury (ABI).
- Screening Process:
  - If no brain injury is indicated, the process ends and results are shared with the individual.
  - If brain injury is suspected, the individual completes a symptom questionnaire.
- Support Resources:
  - Downloadable tipsheets for individuals and providers.
  - Optional provider training available.
- Access Link: <https://disabilityrightsncc.org/our-work/tbi-nc-brains-initiative/>
- Outreach Methods:
  - Email, phone calls, flyers, and presentations to schools, hospitals, clinics, jails, etc.
  - Weekly Tailored Plan (TP) CEO meetings suggested as a venue to reach provider networks.
- Provider Access to Results:
  - Providers can request results via a general email: [bui@disabilityrights.org](mailto:bui@disabilityrights.org)
- Initiative Timeline:
  - Runs through March 2026.
- Discussion following presentation:
  - How are you getting this out to the medical community?
    - Response: Via emails, calls, mailing flyers, and connecting with the education system, hospitals, substance use treatment clinics, mental health clinics, jails, etc. and looking for opportunities to present to groups whenever possible.
  - What about providers who want to see the results after their client has completed the screening?
    - Response: Since many providers will not want to share their emails, there is a general email box that DRNC has used for this purpose when providers request the screening results report: [bui@disabilityrights.org](mailto:bui@disabilityrights.org).
    - Another venue for sharing this information is the Tailored Plan (TP) CEO meeting that occurs weekly, and this would be a good way to expose their provider networks and care managers as well.
  - What is mental inflexibility?
    - Response: The inability to have the capacity to understand different concepts at different times; not having the cognitive ability to adapt one's thinking and behavior to new situations, challenges, or information.
  - Can this presentation be done with government facilities where there may be security restrictions?
    - Response: Yes, this presentation can be done virtually or in person.
  - How can we educate counselors when brain injury is suspected? What are the next steps?
    - Response: An excellent first step is to utilize the *Professional Guidebook: Strategies for Managing Brain Injury Challenges in Adults*.

**Agenda Topic: DMH/DD/SUS Update – Ginger Yarbrough, Chief Clinical Officer – I/DD, TBI, and Olmstead  
Federal Updates, TBI State Action Plan, and TBI Waiver**

- Federal Updates:
  - A bill was signed to fund the federal government through January 30, 2026.
  - The ACL TBI State Partnership Grant is funded through July 31, 2026.
  - Goal: Strengthen systems, services, and supports for individuals with TBI.
- TBI State Action Plan:
  - Developed collaboratively by the State and Brain Injury Advisory Council (BIAC).
  - Approved in March 2023.
  - The Division reports progress to BIAC and incorporates feedback.
  - Plan Goals:
    - Data Collection:
      - Establish baseline and prevalence rates for 3 age groups: under 5, 5–21, and 22+.
      - Challenges: inconsistent documentation, gaps in coverage, and exclusion of some populations (e.g., Tri-Care, private insurance).
    - Collaboration & Development:
      - Engage stakeholders and individuals with lived experience.
      - Promote BIAC member participation and inter-agency collaboration.
      - Emphasize setting SMART goals (Specific, Measurable, Achievable, Relevant, Time-bound).
    - Resource Access & Engagement:
      - Advocate for policy and legislative changes.
      - Promote education, awareness, and community collaboration.
      - Barriers: limited funding, staff turnover, and manual tracking of 1915(i) eligibility.
    - Prevention:
      - Increase public awareness of brain injury prevention.
      - Need for clear metrics and evaluation methods (e.g., proxy measures like website clicks).
  - Next Steps
    - Draft Review Timeline:
      - Draft shared with BIAC small group by Jan 31, 2026.
      - Feedback due in Feb 2026.
      - Public comment period in March 2026 (Brain Injury Awareness Month).
      - Feedback Process: Email submissions; no in-person meetings required.
      - Small Group Volunteers: Abby Coffey, Kristen Barboza, Juanita Hooker, Laurie Stickney.
- TBI Waiver Updates:
  - Total Slots: 107
    - 96 filled, 9 in enrollment, 224 on Registry of Interest, 237 disengaged over 6 years.
  - Reasons for Disengagement:
    - High deductible, moved out of state, ineligible diagnosis, or chose not to pursue.
  - Action Item: BIAC requested a detailed breakdown of disengagement data.
  - Challenges Identified:
    - Provider shortages and credential mismatches
    - Low reimbursement rates and waiver caps
    - Complex rules causing service gaps
    - Transportation barriers
  - Expansion Needs:
    - Requires additional funding from the General Assembly
    - Advocacy efforts are needed to support expansion
  - Closing Note:
    - A success story was shared about an individual who significantly improved physical stamina through TBI Waiver services.

**Agenda Topic: BIA Work /Subcommittee Updates – Tracy Hayes, BIA Vice-Chair**

**Subcommittee Update**

- Three subcommittees were discussed:
  - Community & Professional Engagement Subcommittee
    - Member Volunteers: Glen Johnson, Jen Kimbrough, Leila Hicks-Jarmusz
    - Non-Member Volunteers: Eight non-members signed up to volunteer
    - Jen Kimbrough volunteered a BIANC staff member to be Chair or Vice-Chair for this subcommittee
  - Legislative & Policy Subcommittee
    - Member Volunteers: Glen Johnson, Jen Kimbrough, Melinda Munden
    - Non-Member Volunteers: Nine non-members signed up to volunteer
    - Jen Kimbrough and Tracy Hayes volunteered to be Chair and Vice-Chair for this subcommittee
  - Needs & Gaps Subcommittee
    - Member Volunteers: Abigail Coffey, Christine Fernandini, Glenn Johnson, Jen Kimbrough, Kay Reyna, Kristen Barboza, Laurie Stickney, Lynn Makor
    - Non-Member Volunteers: Twelve non-members signed up to volunteer
    - Laurie Stickney and Abigail Coffey volunteered to be Chair and Vice-Chair for this subcommittee
  - Prevention Subcommittee:
    - Discussion was held to keep this as a separate subcommittee due to its inclusion in the General Statutes.
    - Previously discussed in September as being merged with the Needs & Gaps Subcommittee.
    - Follow-up needed by Beth, per Tracy.
  - Executive & Operations Subcommittee:
    - Discussion to be held once Beth returns.
  - Action Item: Survey will be resent to all members to ensure everyone has the opportunity to sign up for subcommittees.

**Agenda Topic: Technical Assistance Collaborative (TAC) / Olmstead Update – Megan Lee, Senior Associate**

**NC Olmstead Plan Update**

- Plan Overview:
  - TAC is assisting NCDHHS in updating the Olmstead Plan. The current plan has been in place since 2023.
  - The new plan will cover a three-year period, rather than two.
    - Community Engagement:
      - A series of virtual and in-person sessions is being held to gather public input.
        - Next virtual session: November 24, 2025
        - In-person sessions: December 3-4, 2025
        - Four previous virtual sessions were held and described as highly interactive.
      - To participate or complete the online survey, visit the [NC Olmstead Plan website](#)
      - Feedback is accepted via email at [ncolmstead@tacinc.org](mailto:ncolmstead@tacinc.org) through December 15.
    - Purpose of the Plan:
      - Serves as a guidebook for NCDHHS to define its role in disability services.
      - Helps identify gaps and needs in areas such as:
        - Public awareness of available services
        - Informing institutionalized individuals about community-based options
        - Transportation barriers
        - Service gaps in rural areas
    - Impact of Engagement Sessions:
      - Sessions are used to:
        - Identify key issues
        - Shape strategies and action steps
        - Ensure the plan reflects the voices of people with disabilities, families, and providers

<b>Agenda Topic: Adjournment</b>		
<ul style="list-style-type: none"> <li>Tracy Hayes made a motion to end the meeting early at 11:54am.             <ul style="list-style-type: none"> <li>All in favor.</li> </ul> </li> </ul>		
<b>Action Items</b>	<b>Responsible</b>	<b>Deadline</b>
Approval of Minutes <ul style="list-style-type: none"> <li>Action Item: Minutes from the September meeting will be circulated and presented for approval prior to the next meeting.</li> </ul>	Badia	11/13/2025
TBI Waiver Updates <ul style="list-style-type: none"> <li>Action Item: BIAC requested a detailed breakdown of disengagement data.</li> </ul>	Ginger	Before next meeting.
Subcommittee Structure and Update <ul style="list-style-type: none"> <li>Action Item: Survey will be resent to all members to ensure everyone can sign up for subcommittees.</li> </ul>	Badia	11/13/2025