

## Meeting Minutes

**Hybrid Meeting | Thursday, September 11, 2025, 10:00 AM – 2:00 PM**

### ATTENDEES

#### Voting Council Members

Name	Present	Proxy	Name	Present	Proxy
Beth Overby - Chair	X		Leila Hicks	X	
Christine Fernandini			Libby Wilhelmson	X	
Edward Jauch			Leila Jarmusz		
Geana Welter			Lynn Makor	X	
Glenn Johnson	X		Melinda Munden	X	
Jordan Slade			Patricia Reyna	X	
Joseph Propst			Renee Johnson		
Keven Burroughs	X		Roseanne Randall	X	
Kristen Barboza	X		Virginia Knowlten-Marcus (Tim Sookram)		X
Laura Morris					
Laurie Stickney	X				

#### Non-Voting Council Members

Name	Present	Proxy	Name	Present	Proxy
Abby Coffey	X		Tom Mitchell		
Dreama McCoy					
Lisa DeCiantis (Stephanie Jones)		X			
Marcia Gibson	X				
Robin Sulfridge	X				
Talley Wells					

#### Guests

Name	Staff	Guest	Name	Staff	Guest
Badia Henderson	X				
Ginger Yarbrough	X				
Jennifer Meade	X				
Kelly Crosbie	X				

#### Agenda Topic: Welcome – Beth Overby, BIAC Chair

- Quorum confirmed 13 of 23 voting members (proxies counted)
- Agenda approved with Modification (Leila Hicks & Kristen Barboza)
- Minutes approved (Dr Glenn Johnson & Kevin Burroughs )

#### Agenda Topic: Public Comment – Beth Overby, BIAC Chair

- Desiree Gorbea-Finalet provided an update on the NC Brains – Brain Resources and Injury Needs Screen (BRAINS) tool.
- The screening tool is available online, on paper, or by scheduling an appointment.
- More information can be found here: [NC BRAINS Initiative](#).
- Crystal Foster shared an update regarding SCFAC recommendation 10A related to Traumatic Brain Injury (TBI).
  - The Brain Injury Advisory Council (BIAC) concurred with the recommendation.
  - However, the State did not concur with the recommendation, stating that current service levels are sufficient.
  - The State advised that individuals should contact their care managers or health plans to request increases to therapy limits if needed.

#### Agenda Topic: Bylaws Discussion

- Bylaws Amendment: Discussion held to formally allow the use of proxies.

- Conflict Identified: The current practice of using proxies' conflicts with existing bylaws.
- Rationale for Change: The change is considered crucial for members with statutory obligations who may experience scheduling conflicts.
  - Discussion Points:
    - Dr. Rose Randall discussed issues related to proxy use and voting powers.
    - Recommendation made to clarify the proxy voting section to ensure it specifies:
      - One vote per proxy; and
      - Representation of only one person per vote (no multiple representations per proxy).
- Motion to approve the bylaws with the proposed revisions was made by Dr. Glenn Johnson and Dr. Rose Randall.
- Motion was passed with a majority vote.

#### **Agenda Topic: DMH/DD/SUS Update – Director Kelly Crosbie**

- North Carolina TBI State Action Plan Update
  - The North Carolina TBI State Action Plan is being refreshed, and an advisory committee will be announced next month (October).
  - The updated plan will focus on:
    - TBI waiver expansion
    - Service access
    - Employment opportunities
    - Family support
- The State currently allocates \$3.9 million for TBI services, with most funds directed toward residential facilities serving a limited number of individuals.
  - Data analysis indicates underutilization of key services such as care management, respite care, and transition support.
- The Administration for Community Living (ACL) grant, active through July 2026, is being evaluated to maximize its impact prior to reapplication.
- A new TBI data dashboard is under development, and the TBI website is being redesigned to be more consumer focused.
  - Key challenges identified include:
    - Ineffective patient transitions from hospital to community settings.
    - Insufficient workforce training in TBI-related.

#### **Agenda Topic: Qualitative Report from the 2025 Needs and Gaps Survey - Libby Wilhelmson, BIANC Program Director**

##### **BIANC Biennial Survey:**

- The Brain Injury Association of North Carolina (BIANC) conducted its biennial survey to collect qualitative data on service gaps and needs within North Carolina's brain injury community.
  - Key challenges identified include:
    - Difficulty navigating complex systems
    - Limited transportation options
    - High service costs
    - A shortage of professionals knowledgeable about traumatic brain injury (TBI)
  - Survivors reported unmet needs for:
    - Ongoing therapies (physical, occupational, speech, cognitive)
    - Mental health counseling
    - Socialization programs
    - Supported employment opportunities
  - Respondents indicated that rehabilitation therapies and support groups were highly beneficial when accessible.
  - The justice system was identified as an area needing more treatment alternatives to incarceration for individuals with brain injuries.

- Family members and natural supports were reported to be overstretched in their caregiving roles.
- Next Steps:
  - BIANC plans to publish the full report.
  - Develop new programs based on the findings, and
  - Host a webinar in early 2026 to present and discuss the results.

### Agenda Topic: BIAC Business Planning and Moving Forward- Beth Overby and Tracy Hayes

#### Council Structure and Meeting Schedule Updates:

- Meeting Schedule Revision:
  - The council discussed revising future meeting schedules, as the current 2-hour bimonthly meetings were deemed insufficient for the amount of council work and collaboration required.
  - A motion was made by Dr. Glenn Johnson and Tim Sookram to increase meeting duration from 2 hours to 4 hours (from 9:00 a.m. to 1:00 p.m.).
  - All meetings will remain hybrid, with two meetings per year designated as in-person for all council members.
  - The motion passed.
  - The next meeting is scheduled for November 13, 2025, from 9:00 a.m. to 1:00 p.m.
- Membership Engagement:
  - The council will address non-participatory members by contacting the appointing authority.
  - Open council seats and application information are available on the Governor's website.
- Council Subcommittee Restructuring:
  - The council discussed restructuring its subcommittees to improve alignment, coordination, and efficiency.
  - Current subcommittees include:
    - Service Delivery
    - Children & Youth
    - Policy
    - Prevention
  - A new subcommittee structure was proposed:
    - **Community and Professional Engagement** - This subcommittee will strengthen BIAC's work by fostering partnerships, supporting professional development, and enhancing engagement with both community members and professionals. It also promotes effective operations through orientation, communication, and support for members with lived experience of brain injury.
    - **Legislative and Policy** - This subcommittee will partner with various organizations to research and analyze policy and legislative issues. It identifies needs and opportunities, gathers stakeholder input, and monitors laws and regulations to ensure its recommendations reflect the priorities of the brain injury community.
    - **Gaps and Needs** - This subcommittee will work with a broad network of partners to identify unmet needs and service gaps in key areas such as prevention, direct care, transition planning, support services, and education or training. Its goal is to ensure comprehensive and coordinated support for individuals impacted by brain injury.
      - A discussion was held regarding adding prevention under this subcommittee
    - **Executive and Operations** – This subcommittee will include the BIAC Chairs along with the chairs of each subcommittee, working together to ensure alignment, shared leadership, and coordinated efforts across all areas of the Council's work.
      - A discussion was held regarding the restructure of this committee and Beth Overly requested to have Rose Randall as Chair.
      - This was confirmed by Rose Randall.
  - Beth Overly will review the current structure and send out a survey for subcommittee sign up.
  - The proposed structure aims to align with the council's statutory responsibilities, which include TBI definition review, needs assessment, and prevention efforts.
  - The restructuring concept draws inspiration from the State CFAC model, which successfully utilized a Gaps and Needs Committee.

- Non-council members will be eligible to serve on these committees to encourage broader participation.
- The overarching goal is to improve interagency coordination, reduce overlap, and avoid working in silos.
- Council discussed drafting an Annual Report and getting it completed through a joint collaboration with State Consumer and Family Advisory Committee (SCFAC).
  - A suggestion was made to form an Ad Hoc subcommittee to work on the Annual Report.

<b>Agenda Topic:</b>	<b>Adjournment</b>
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- Motion to adjourn the meeting at 2:00pm - All in favor.

Action Items	Responsible	Deadline
• Minutes to be posted on <a href="#">BIAC Website</a>	BIAC Liaison	
• Revise bylaws, remove track changes, and send to Stacey Harward	Tracy Hayes	
• Send approved bylaws to the committee and post them on the <a href="#">BIAC Website</a>	BIAC Liaison	
• PowerPoint available will be posted to the <a href="#">BIAC Website</a> .	BIAC Liaison	
• Subcommittees to be posted, and a link for non-council members to be able to sign up for subcommittees.	BIAC Liaison	

**2025-2026 Meeting Dates**

November 13, 2025	January 8, 2026	March 12, 2026	May 14, 2026	July 9, 2026
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