

## **Virginia Brain Injury Council**

October 23, 2024, 12:30 – 3:30 p.m.

Wilson Workforce and Rehabilitation Center (WWRC), Switzer Building

243 Woodrow Wilson Avenue  
Fishersville VA 22939

For those interested, WWRC staff provided a tour of the complex. Members who participated in the tour reported that it was interesting and informative.

### **MINUTES**

Mike Puglia called the meeting to order at 12:37 and welcomed everyone to the meeting.

Mike Puglia asked Donna Cantrell to take roll call and record attendance.

#### **MEMBERS IN ATTENDANCE:**

Mike Puglia, Chair  
Kara Keuthan, Vice Chair (Virtual, personal reason)  
Cara Meixner, Immediate Past Chair  
Maria Altonen  
Gayl Brunk  
Kristen Galles  
Samatha Gregory  
Elizabeth Horn  
Deborah Johnson  
Lauren Mathew (Virtual, personal reason)  
Steven Nape (Virtual, medical reason)  
Derek O'Neal  
John Reynolds  
Amy Smith  
Maria Stransky  
Carolyn Turner, DARS, Director, Office for Disability Programs  
Jason Young (Virtual, personal reason)

#### **MEMBERS NOT IN ATTENDANCE:**

Amol Karmarkar  
Joani Latimer  
Teri Morgan  
Susan Moon

#### **OTHERS PRESENT:**

Donna Cantrell, DARS, Staff to Council

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Marcia DuBois, DARS, Deputy Commissioner, Division for Community Living  
Charlotte Arbogast, DARS, Senior Policy Analyst

Ann Fitzgerald, Brain Injury Connections of the Shenandoah Valley

Caitlyn Hewitt, James Madison University

Jodi Judge, Brain Injury Solutions

Kelly Lang, Individual Living with Brain Injury

Madison McGuire, James Madison University

Hannah Morby, Brain Injury Connections of the Shenandoah Valley

Cynthia O'Donoghue, James Madison University

Kathy Stumm, Family Member

Ivan Velickovic, Neurorestorative

Mike Puglia verified that a quorum was present and verified that the members present in the room had no objection to the members attending virtually being able to vote on matters of business. He acknowledged that the public was able to access the meeting via livestream.

### Welcome and Introduction of Members Present

Mike Puglia acknowledged that several new members were present, some representing member organizations and invited all members and guests in the meeting room to introduce themselves.

### Review Proposed Agenda

Mike Puglia drew members' attention to the agenda and asked if there were any proposed changes. Hearing none from other members, Mike Puglia proposed that Public Comment Period be moved from early on the agenda to immediately following the scheduled break, roughly around 2:15 pm. Mike Puglia motioned that the agenda be approved with that change; Gayl Brunk seconded the motion, and the Revised Agenda was approved by voice vote.

### Review of Previous Meeting Minutes

Mike Puglia asked if there were any changes to the July 2024 draft Meeting Minutes. Hearing no changes, the July draft Meeting Minutes were approved, with Kristen Galles abstaining, by consensus.

### DARS Federal Grant Update

Donna Cantrell and Cara Meixner (with support from Cynthia O'Donoghue) updated Council members on grant goals and the activities that have occurred to achieve those goals over the last reporting period and the plans moving forward. A more detailed

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slide presentation was provided. Members asked questions of both Donna Cantrell, Cara Meixner, and Cynthia O'Donoghue about the grant and forthcoming needs assessment project.

### Committee Reports

#### Bylaws Committee Proposal

Mike Puglia provided a brief summary of the updates and changes that were made to the 2018 Bylaws, bringing them into compliance with federal, state, and agency guidelines, reducing redundancies and providing for some flexibility to allow Council to be able to accomplish goals and take necessary action in a timely manner. These were discussed in a series of Bylaws Committee meetings, with the resulting revisions proposed by the Committee for consideration by the full Council.

Gayl Brunk made a motion that the Proposed Bylaws be approved with some grammatical and clarifying amendments, and Derek O'Neal seconded. Mike Puglia opened the floor for discussion and several members provided feedback and requested further revisions. Members discussed the reasons for making the revisions, the process, and the advantages and disadvantages of the proposed revisions.

Ultimately, Council took an official vote to approve the Revised Bylaws with some grammatical and clarifying revisions noted, and the Revised Bylaws passed with Kristen Galles and Cara Meixner voting nay, and the 15 other members who were present, voting to approve them, thus qualifying for the 2/3 approval required in the 2018 Bylaws. The Revised Bylaws took effect immediately.

For Council records, DARS maintains the following: 1) the 2018 Bylaws, which were replaced, 2) the Revised Bylaws as proposed to the Council for the meeting; 3) the Revised Bylaws with amendments noted as agreed to during the Council meeting, and 4) the new Bylaws that took effect.

Council took a short break.

### Public Comment Period

Kathy Stumm requested to make brief public comment. In her remarks, which she noted would be followed up with written comments, she: 1) thanks Liz Horn for her years of service and dedication to the cause of brain injury services, 2) provided an update on the Virginia Joint Commission on Health Care meeting and activities related to brain injury services, and 3) her engagement in providing comments to the House Bill 888/Senate Bill 176 workgroup.

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### **Orientation Planning Committee Update**

Donna Cantrell updated Council on the process noting that an outline has been developed and will be submitted to DARS before the next meeting following potential changes needed after the adoption of new Council Bylaws and agency review. An update on the process will be provided at the January meeting.

### **Nominations and Elections Committee**

Mike Puglia explained that the existing Nominating Committee will be convened to begin the process of recruiting, vetting, and processing new members in support of the new Bylaws and the grant requirements. He asked Donna Cantrell to convene the Nominating Committee as soon as possible and asked that the Committee Chair be prepared with an update at the January meeting.

### **Appoint Priorities Committee**

Mike Puglia noted that under the newly adopted Council Bylaws, the Council needed to confirm the new Priorities Committee members. He asked the following individuals if they would be interested in serving: Derek O'Neal, Gayl Brunk, Jason Young, and Dan Reeves, plus himself as Council Chair. With their consent, Mike Puglia asked members to vote to confirm the new members. The vote was unanimous with the exception of Kristen Galles, who abstained. Mike Puglia asked Donna Cantrell to convene the Committee as soon as possible so they could begin their work and be prepared to update Council on their progress at the January meeting.

### **Alliance Update**

Jason Young, Chair of the Virginia Alliance of Brain Injury Services Providers (the Alliance), provided an update of the Legislative Priorities of both the Alliance and the Brain Injury Association of Virginia. He shared that the anticipated legislative asks include: an additional \$950,000 in state general funds for workforce retention and an additional \$1,750,000 in state general funds to further expand services throughout Virginia.

There was also some discussion about the House Bill 888/Senate Bill 176 workgroup and the need to address individuals with neuro-cognitive disorders, including brain injury, who are currently inappropriately placed in state facilities. He noted discussions and efforts around Medicaid TBI Waiver potential and neurobehavioral placements.

### **New Business**

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Mike Puglia invited discussion of new business. John Reynolds suggested that an educational presentation on pediatric concussion be presented at the January meeting. He will work with Mike to develop this program. Kristen Galles agreed with this suggestion and added an additional request for an educational program on cognitive rehabilitation. She has suggestions for presenters that can be discussed at an upcoming meeting. Members also discussed the potential for the Council to host, or partner with other organizations to host, educational webinars or virtual trainings on topics that are of relevance to individuals with brain injuries, caregivers, and the brain injury service network.

### **2025 Meeting Dates and Times**

Donna Cantrell shared information on the 2025 meeting dates and times. Members are reminded that they are expected to attend meetings, and that the January meeting is typically held virtually, which is the plan for the upcoming January 22, 2025 meeting.

Mike Puglia asked for a motion to adjourn the meeting. Cara Meixner made the motion, which was seconded by Derek O'Neal, and the meeting adjourned at 3:30 p.m.

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### **Meeting Materials:**

1. 2024 10 23 Agenda DRAFT
2. 2024 07 23 VBIC Meeting Minutes DRAFT
3. Semi-Annual Federal Grant Update Power Point Slides
4. 2024 10 09 Bylaws Proposed
5. 2025 Meeting Dates