



STATE OF HAWAII
DEPARTMENT OF HEALTH
P.O. Box 3378
Honolulu, HI 96801-3378

In reply, please refer to:
File:

NEUROTRAUMA ADVISORY BOARD (NTAB)

MEETING MINUTES

December 14, 2017

Present: Rita Manriquez, Scott Sagum, Molly Trihey, Stella Wong, Lyna Burien, Angie Enoka
Excused: Milton Takara, Valerie Yamada
Others: Dr. Violet Horvath, Pacific Disabilities Center, HNTR; Cora Speck, Tina Robertson, Queen's Medical Center; Dr. Matthew Koenig, Queen's Medical Center; Devin Otagaki, Rehabilitation Hospital of the Pacific; Garrett, Rehabilitation Hospital of the Pacific; Ross Oshiro, Hawaii Concussion Awareness and Management Program; Nicholas Hines of the DOH-Emergency Management System
DOH Staff: Curtis Inouye, Neurotrauma Supports; Chelsea Ko, Neurotrauma Supports; Cristina Valenzuela, Neurotrauma Supports

- I. **Call to Order** – Meeting was called to order at 1:41 p.m. by Chair Scott Sagum. Quorum present.
- II. **Approval of Minutes from the August 25, 2017 meeting** –
Chairperson Scott Sagum motion to accept the minutes as written. Board Member Molly Trihey second the motion. All Board Members present voted in favor of minutes being accepted as written. No questions or discussions.
- III. **Review of Agenda** – All Board Members present voted in favor of accepting the agenda. No questions or discussions.

IV. **New Business:**

A. Concussion Summit 2018:

Ross Oshiro of the Hawaii Concussion Awareness and Management Program (HCAMP) submitted the Neurotrauma Special Fund application for funding to host the HCAMP Concussion Summit in July 2018. Since its initiation in 2010, HCAMP has hosted the yearly concussion summit to present health care providers, athletic trainers, physicians, and physical therapists with current evidence based practice as well as providing needed continuing education units, which most health care providers need. This year's summit will be held at the UH Manoa Campus Center Ballroom on July 13-14. HCAMP is requesting a budget of \$20,000; \$12,000 for speaker fees, \$6,000 for registration fees, and \$2,000 for promotional/registration materials.

DOH Staff Curtis Inouye asked board members to conclude the presentation with a vote. In support of the program, Mr. Inouye described the impact HCAMP has made in the community in the seven-years of operation, especially with high school students.

The board voted to approve funding for the HCAMP Concussion Summit. Board member Stella Wong motion to approve the application; board member Molly Trihey second the motion. Chairperson Scott Sagum requested that future HCAMP application for funding requests be accompanied with names of outside sources that were also approached for funding. No further discussions.

B. Neurotrauma Strategic Plan:

The Neurotrauma Supports staff is asking for all board members to review the three goals listed in the Neurotrauma Strategic Plan. DOH Staff Curtis Inouye will email the Strategic Plan and is requesting the board's input on a plan to execute goals.

V. **Old Business:**

A. Transfer Training/Rehabilitation Hospital of the Pacific update:

The transfer training program was created to provide caregivers and families proper techniques of transfers that can be performed on patients requiring transfer assistance. As requested by the board, Devan Otagaki of Rehab. Hospital presented an agenda outlining the Transfer Training program, neighbor island budget, and course evaluator information:

- The training program will be conducted over a two-day, four-hour session. On Day One, the first 45-minutes of the program will be on presentation and the last three-hours will be hands-on demonstrations. Day Two will be a follow-up from Day One's session and will continue with bed mobility and pressure techniques. There will be a pre/post-test provided along with a take-home DVD for participants.
- Kauai Veteran's Memorial Hospital (KVMH) on Kauai and Venture Physical Therapy on Maui have offered to host the training at no cost. In return, KVMH is requesting reservations for their staff. Chairperson Scott Sagum and board member Rita Manriquez request the training program needs to be centrally located; KVMH may be too far for some participants to attend. Mr. Sagum offered to scout for more feasible options. Wilcox Hospital on Kauai has declined due to liability and the meeting room at Hilo Clinic is not conducive for training due to the number of equipment in the facility.
- The travel cost for a trainer and assistant to conduct training on Kauai and Maui is estimated at \$1,100 total; airfare, hotel, and rental car. The cost benefits are still being finalized by Rehab. Hospital finance department and will be presented at the next meeting.
- Ms. Otagaki met with a course evaluator and was advised the training program is too small to benefit from its findings. However, she was advised on possible questions that may be self-administered and provide quantitative data on how to improve the training program. Dr. Horvath mentioned that she is a course evaluator and may be able to assist.

The presentation was concluded with a vote to fund the transfer training program for one-year; Scott Sagum motioned to approve funding and Lyna Burien second the motion. No further discussions.

B. Annual Joint Advisory Board Meeting update:

The annual joint advisory board meeting will be held on Thursday, February 1, 2018 from 10:30-3:00 pm at the Rehabilitation Hospital of the Pacific. A doodle poll will be emailed to formally invite STBIAB and NTAB members. The agenda will include several speakers, a Hawaiian lunch menu, and conclude with the joint advisory board meeting. Zoom video conferencing will be available for those unable to attend. Parking is available; carpooling is strongly suggested.

- C. Traumatic Brain Injury Awareness Month (March 2018) update:
Neurotrauma Supports, in partnership with Rehab. Hospital of the Pacific, has launched two community mask-making events last November and will continue through February 2018. Masks will be displayed during the TBI Awareness Month in March; there are currently nine completed masks plus another three in progress. Information on the location of where the masks will be displayed are currently pending; possible venues include the State Capital, malls, and Rehab. Hospital. Plans of a reception for the unveiling of the masks will be determined at a later time.

Pacific Disabilities Center (PDC) placed a request with the Hawaii International Film Festival to show the movie "Concussion" at Ward Theatres during TBI Awareness month. Dr. Violet Horvath of PDC said confirmation of the event is still pending; further details will be provided at a later time.

- D. Pacific Disabilities Center (PDC)/Hawaii Neurotrauma Registry update:
Dr. Horvath provided a detailed report on the following topics: registry recruitment and survey updates, community education-events and presentations, information and referrals, media and marketing, and new office location. The new address is as follows, effective December 20, 2017: John A. Burns School of Medicine, University of Hawaii at Manoa, 651 Ilalo Street, MEB, Suite 104, Honolulu, 96813-5525. No change to the office telephone number and email address.
The total number of unique individuals in the registry is 217.

- E. Hawaiian Islands Regional Stroke Network update:
As reported by Tina Robertson of Queen's Medical Center, there are currently nine active spoke sites, featuring Kahuku Medical Center (KMC) as the newest site. Since its activation on September 9, 2017, KMC has already delivered service to their first patient and was a success. A total of 724 calls were made and 236 tPa administered; year-to-date shows 240 calls and 92 tPA administered.

- F. Brain Injury Association (BIA) of Hawaii update:
Per board member Lyna Burien, BIA will be having their Christmas lunch at the Little Village restaurant in Chinatown. Please let Ms. Burian know if you would like to participate.

G. Neighbor Island TBI Activities update:

The Brain Injury Group (BIG) in Kauai had their annual Christmas party last week.

H. DOH Update:

The Neurotrauma brochure is now accompanied with a language insert.

Brochures will be mailed out to the neighbor islands shortly.

Nicholas Hines of the DOH-Emergency Management System will be working on a sports TBI contract with UH-Kinesiology and Rehabilitation Science. The scope of services aims to provide sports TBI education for parents, coaches, and students.

VI. **Announcements:**

Brain Injury Association of Hawaii

Support Group and Educational Meetings

1. First Saturdays, 1:00-3:00 p.m., Rehabilitation Hospital of the Pacific, Wo Conference Room #4.
2. 2nd and 3rd Wednesdays, 6:00-8:00 p.m., Rehabilitation Hospital of the Pacific, Wo Conference Room #4

VII. **Next Meeting:**

Date: April 27, 2018

Location: Kinau Hale, Room #329 and via Zoom: <https://zoom.us/j/606524903>

Time: 1:30 p.m. to 4:00 p.m.

Meeting Adjourned at 3:40 p.m.