



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**  
**October 23, 2020**

Present: Rita Manriquez, Molly Trihey, Stella Wong, Angie Enoka, Scott Sagum, Milton Takara, Matt Wells, Valerie Yamada, Dr. Sara Farnham, Leilani Nutt

Absent: None

Others: Dr. Violet Horvath, Pacific Disabilities Center (PDC); Dr. Matthew Koenig, Queen's Medical Center (QMC); Dr. Allison Tsuchida, UH-College of Education/Hawaii Concussion Awareness Management Program; Troy Furutani, UH-COE/HCAMP; Dr. Nathan Murata, UH-COE; Guest; Ipo Kaihana, Brain Injury Association (BIA); Dorothy Aliilua, BIA Hawaii

DOH Staff: Chelsea Ko, Neurotrauma Supports; Michele Tong, Neurotrauma Supports; Christel Magallanes, Neurotrauma Supports

- I. **Call to Order** – Meeting was called to order at 1:41 pm by DOH Staff Christel Magallanes. Quorum present.
- II. **Approval of Minutes from the August 28, 2020 meeting** – Board Member Stella Wong motioned to accept the minutes as written. Board Member Matt Wells

seconded the motion. All Board Members present voted in favor of minutes being accepted as written. No questions or discussions.

III. **Review of Agenda** – Agenda accepted as written. No questions or discussions.

IV. **New Business:**

A. Permitted Interaction Groups (PIGs):

Guidance was received from the Hawaii Ethics Commission on how to establish subcommittees. Per policy, Neurotrauma Program must obtain input through public testimony or establish a permitted interaction group to allow board members to discuss and investigate matters without violating the Sunshine Law. The Sunshine Law prohibits two or more board members from discussing matters outside of board meetings.

The Public and Provider Education subcommittee members are Lisa Dau, Molly Trihey, Dr. Sara Farnham, and DOH Staff. Members will develop and implement strategies to ensure Neurotrauma Program goals are achieved. Per DOH Staff Christel Magallanes, first meeting will discuss scope of investigation and each member's authority as defined. Members will be responsible to represent in the interest of stakeholders and will present their findings and recommendations with all other subcommittees. If desired, the advisory board will participate in discussion, deliberate, and decision-making.

A motion to approve establishment of PIG was called. Matt Wells motioned to accept. Stella Wong seconded the motion.

B. March 2021-Brain Injury Awareness Month

Neurotrauma Program proposed the use of media to commemorate Brain Injury Awareness Month in March 2021 by way of a three-part TV ad campaign. Board Member Rita Manriquez suggested featuring persons with brain injury to show how it can affect anyone. Dr. Violet Horvath of PDC recommended a one-hour webinar. Chair Scotty Sagum emphasized the need of brain injury prevention, and Troy Furutani of UH-COE suggested on creating a public service announcement.

Please email suggestions and ideas to [Christel.Magallanes@doh.hawaii.gov](mailto:Christel.Magallanes@doh.hawaii.gov)

## V. **Old Business:**

### A. RAPID Hawaii Update:

Dr. Matt Koenig of QMC reported RAPID installed at all sites except one; Kuakini Hospital is delayed and HHSC will be in operations once staff complete training. Dr. Koenig shared the training schedule with the advisory board. Training is tracked through QMC, but each site designates staff that requires the training.

The Hawaii Stroke Symposium is scheduled for November 14, 2020, from 8:00 am – 4:00 pm. Registration is \$50. Attendees receive 5.25 hrs. of continuing credits. All are encouraged to attend.

### B. Project Head, Neck, Spine (HNS) Update:

A total of 14 schools are currently using the online curriculum. Per Dr. Allison Tsuchida of UH-COE, data shows an increase of 115 students newly enrolled and performance assessment is up 80%. There is a positive increase from pre and posttest percentages.

HNS participated in the virtual Children and Youth Day on October 4, 2020, and as a result, 10 home-schooled students on Oahu have registered. Four of

the 10 students have progressed to Module 1 of the curriculum. Dr. Tsuchida also registered a 3<sup>rd</sup> grade class on Oahu and is in contact with Ele'ele School on Kauai.

C. Strategic Plan FY 21-23 Update:

Subcommittee updates were provided by DOH staff lead:

Provider and Public Education (Christel Magallanes)

- conducted two meetings
- discussed goals, objectives, and challenges on educating public during COVID
- using media to educate
- will collaborate with Survivor Subcommittee on ways to improve provider and survivor experience

Survivor Subcommittee (Michele Tong)

- conducted first meeting last Tuesday
- mapping steps to recovery – in discussion
- proposed to feature on Neurotrauma website

Data Subcommittee (Chelsea Ko)

- Discussing QMC proposal – in review

D. Neighbor Island Activities Update:

Surfer's Myelopathy Class on Kauai conducted by Chair Scott Sagum. Classes are ongoing.

Brain Injury Association (BIA)-Hawaii Update:

BIA Hawaii President Dorothy Aliilua announced new contact information on their website <https://www.biausa.org/find-bia/hawaii>. BIA welcomed

new members Attorney, Teresa Smith, and Survivor, BJ Wade to the board.  
The next board meeting is scheduled for November 6, 2020 via Zoom.

E. DOH Update:

None.

VI. **Announcements:**

None.

VII. **Next Meeting:** Neurotrauma Advisory Board Meeting

Date: December 18, 2020

Time: 1:30 – 4:00 pm

Location: TBD

VIII. **2021 NTAB Meeting Dates**

February 25, April 29, June 24, August 26, October 28, and December 16

Meeting Adjourned at 3:00 pm