

NOTICE OF PUBLIC MEETING

Notice is hereby given that a public meeting of the Brain Injury Oversight Committee will be held on September 19, 2025, from 1:00 to 3:00 PM. The meeting will be held virtually at <https://unmc.zoom.us/j/93187290074?pwd=az5T9QpeQ5WDN5Sc3x1OPy5AvneCp9.1> (Meeting ID: 931 8729 0074; Passcode: 599967), and in person at Easterseals Nebraska located at 12565 W Center Rd, Suite 100, Omaha, NE 68144. Visitor parking is available in front of the building. The agenda and meeting materials to be discussed by the committee can be found at <https://www.unmc.edu/aboutus/community-engagement/bioc/>. If members of the public and media have further questions about the meeting, contact Michael Hrcirik at (402) 559-5837 or mhrncirik@unmc.edu.

The Nebraska Open Meetings Act may be accessed at <https://nebraskalegislature.gov/laws/statutes.php?statute=84-1407>.

BRAIN INJURY OVERSIGHT COMMITTEE MEETING AGENDA

September 19, 2025
1:00 PM to 3:00 PM

- I. Call to Order
- II. Open Meetings Act Statement
- III. Introduction and roll call
- IV. Approval of the agenda
- V. Public Comment
- VI. Approval of Minutes from July 18, 2025
- VII. Discussion on committee conflicts of interest
- VIII. NOFO follow-up discussion
- IX. Review annual report(s) from funding recipient(s)
- X. Next meeting February 20th, 2026 1:00-3:00 PM
 - Form workgroup for reviewing applications
 - Bi-Annual report from the funding recipient
 - Updates on Committee TermsApril 17th, 2026 (In-person)
 - Vote on fund recipient(s)
 - Committee appointments discussion
 - Vote for Vice Chair and SecretaryJuly 17, 2026: (Virtual meeting)
 - UNMC Invoice and BIOC FY27 Budget
 - Set timelines and goals for FY27Sept. 18, 2026: (Virtual meeting)
 - Recipient(s) Bi-annual report
- XI. Adjourn

Brain Injury Oversight Committee (BIOC) Meeting Minutes

Date: July 18, 2025

Time: 1:00 PM – 3:00 PM

Location: Zoom

Public Notice

Advance public notice of future BIOC meetings will be available on the University of Nebraska Medical Center (UNMC) website at least 10 days prior to each scheduled meeting.

Attendance

Members Present:

Shauna Dahlgren, Dr. Kody Moffatt, Peggy Reisher, Tiffany Armstrong, Jeff Baker, Dale Johannes, Anna Cole, Lindy Foley, and Tom Janousek

Members Absent:

Sara Morgan, Lorie Regier, Sheila Kennedy

UNMC Staff:

Mike Hrnčírik

Guests:

None

Meeting Proceedings

Call to Order:

Shauna Dahlgren called the meeting to order at 1:02 PM.

Open Meetings Act Announcement:

Notice of this meeting was published on the UNMC website. A link to the Nebraska Open Meetings Act was included in the agenda, and a physical copy was available in the meeting room.

Roll Call & Introductions:

As committee members are already familiar with one another, formal introductions were omitted.

Approval of Agenda

The agenda was reviewed and unanimously approved following a motion by Dr. Kody Moffatt, seconded by Dale Johannes.

Public Comment

No public comments were submitted or presented.

Approval of Previous Meeting Minutes

The meeting minutes from April 18, 2025, were reviewed. A motion to approve was made by Dale Johannes and seconded by Lindy Foley. The minutes were approved unanimously.

Abstention: Dr. Kody Moffatt (not present at the April meeting)

Committee Business

Review of NOFO Revisions

The committee reviewed updates to the draft 2026 Notice of Funding Opportunity (NOFO), as discussed during the April 2025 meeting. A summary of revisions included:

- Updated dates reflecting the FY 2025–26 timeline
- Adjusted scoring and supporting documentation criteria
- Added language allowing the committee to establish additional requirements for recipients if the committee deems it necessary

A motion to approve the revised NOFO was made by Dale Johannes and seconded by Dr. Kody Moffatt. The motion passed unanimously.

FY 2025–26 Timeline and Goals

The committee reviewed and agreed on the following schedule:

- **Feb. 1, 2026:** NOFO posted
- **Feb. 20, 2026:** In-person meeting in Lincoln (Location TBD)
- **March 15, 2026:** NOFO Application deadline

- **April 17, 2026:** In-person meeting in Lincoln to vote on award recipients
- **July 17, 2026:** Virtual meeting
- **Sept. 18, 2026:** Virtual meeting

It was noted that additional meetings may be scheduled if needed. No formal vote was required to approve the calendar.

UNMC Invoice & BIOC FY26 Budget

Mike Hrnecirik presented the UNMC invoice for services from July 1, 2024, to June 30, 2025, in the amount of \$25,000. A motion to approve payment was made by Dr. Kody Moffatt and seconded by Peggy Reisher. Approved unanimously.

Mike also reviewed the proposed BIOC FY26 budget. A motion to approve the budget was made by Dr. Kody Moffatt and seconded by Dale Johannes. Approved unanimously.

NOFO Awareness and Promotion

The committee discussed strategies to enhance NOFO visibility:

- UNMC will continue posting on its website
- Members are encouraged to post on their respective organizational websites
- Jeff Baker asked if the Department of Administrative Services (DAS) could also post the NOFO. Mike Hrnecirik will inquire with DAS
- Shauna Dahlgren will consult the Attorney General's Office for further guidance about the appropriateness of posting the UNMC/BIOC contract and/or NOFO on the DAS website.

Jeff Baker also requested that Mike check if DAS or the State Auditor requires the BIOC's recipient contract to be posted publicly.

Reserving Funds for Future NOFOs

The committee clarified that funding can be awarded to multiple recipients and does not need to be fully allocated to a single entity. Members emphasized the importance of disbursing funds annually to demonstrate ongoing need and prevent reallocation.

Conflict of Interest Protocol

Jeff Baker raised concerns regarding potential conflicts of interest, specifically when committee members represent applicant organizations. The committee reviewed its by-laws, which state:

“The Chairperson shall cause members to report any known potential conflicts of interest in written statements kept and monitored by the Secretary. When a vote arises that presents a real or perceived conflict, the Chairperson shall determine the member’s voting eligibility and reporting requirements. In all cases, the public good is the highest concern for the Committee.”

- Shauna Dahlgren confirmed that Peggy Reisher and other BIA-NE staff have submitted the required conflict-of-interest documentation to the State Secretary’s Office as directed by the Attorney General’s Office prior to voting
- Mike Hrcirik will check with UNMC’s Office of Compliance regarding any additional requirements or suggested guidance.
- Peggy Reisher expressed her willingness to step out of the room during any votes involving her organization if requested by the Chair.
- Shauna Dahlgren will check with the Attorney General’s Office for guidance on policy or protocol for a member of the committee who is employed by the applicant organization to participate in, or be present during, conversations and/or votes. Shauna mentioned that prior guidance from the Attorney General’s Office was that the member should file the appropriate Conflict of Interest form to the Secretary of State’s Office, could participate in related discussion(s), but should abstain from voting on the award of funds.

Other Business

No additional housekeeping items were discussed.

Next Meeting

Date: September 19, 2025

Time: 1:00 PM – 3:00 PM

Format: Virtual

Adjournment

A motion to adjourn was made by Dr. Kody Moffatt and seconded by Shauna Dahlgren. The meeting adjourned at 2:30 PM.

Minutes respectfully submitted by:

Peggy Reisher, Secretary

Brain Injury Oversight Committee