



**DEPARTMENT OF DEFENSE TASK FORCE ON THE CARE,
MANAGEMENT, AND TRANSITION OF RECOVERING WOUNDED, ILL,
AND INJURED MEMBERS OF THE ARMED FORCES**

**July Business Meeting Minutes
Doubletree Hotel Washington, D.C.-Crystal City**

Thursday, 25 July 2013

The meeting began at 8:12am with Mrs. Suzanne Crockett-Jones opening the meeting and asking the Members to conduct introductions. MG Richard Stone and Dr. Steven Phillips were scheduled to be absent for the first day of the business meeting. Dr. Russell Turner was scheduled to attend the business meeting through teleconference for both days. Vice Admiral (VADM) Matthew Nathan then provided some brief opening comments thanking the Task Force staff and Members for their hard work over the fiscal year. Following VADM Nathan's remarks, the Co-chairs invited Ms. Denise Dailey to walk through the non-voted draft report, with the exception of the recommendations and findings, as well as the proposed fiscal year 2014 event schedule. Ms. Dailey discussed with the Members the intent and methodology behind the report's executive summary, introduction, best practices, annexes, and appendices. During this discussion, the Members recommended various minor wording updates to the executive summary and the introduction. The Members then moved on to review the proposed FY2014 installation visit and business meeting schedule. After deliberating on the purpose behind each proposed visit and changing the location of one visit, the Members agreed on a finalized schedule. At 9:26am, the Task Force took a 15 minute break to prepare for the voting session.

The Task Force reconvened at 9:47am, joined by Dr. Russell Turner who called in through teleconference at 9:49am. VADM Nathan began the voting session by providing the Members with an understanding of the voting guidelines. The Members promptly began discussing recommendation D1 regarding the centers of excellence. During discussions, the Task Force strongly communicated the need to ensure a policy existed to empower the centers of excellence as they work with the Services to implement their discoveries into practice. The Members conducted some language updates to strengthen the language of this particular recommendation. After making the necessary updates, recommendation D1 was motioned for a vote and passed unanimously.

The Task Force continued the session with a discussion on recommendation D2 which covered transition outcomes and overall coordination between DoD and VA. The Members deliberated on the ability to develop joint policy between DoD and VA as well as the ambiguity in defining a "low acuity condition." The Members also mentioned some of the work being conducted on this topic area by the Interagency Care Coordination Committee (IC3). A motion was then made to remove this recommendation from further consideration and to address it next



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fiscal year. The motion was carried to a vote and the Members unanimously agreed to remove recommendation D3 from further consideration.

At 10:21am, the Task Force started their discussion on recommendation D4. This recommendation focused on non-medical case management and the Air Force increasing the minimum tour length of liaisons to 24 months. The Members made minor updates to the language of this recommendation before making a motion to vote. Recommendation D4 was voted on and passed unanimously.

The Task Force continued the session with a discussion on recommendation D5, which addressed medical care case management. The Members concluded that the recommendation should focus on establishing measures of effectiveness for clinical case management training programs and not on providing joint in-person training. The Members wanted to ensure the recommendation addressed the disparity in medical care case management across the Services. After attempting several language updates, the Members decided to cease further discussion on recommendation D5 and to address it later in the voting session.

At 10:43am, the Task Force started their discussion on recommendations pertaining to services for posttraumatic stress disorder (PTSD) and traumatic brain injury (TBI). Recommendation D6 addressed the need to establish policy on evidence-based PTSD psychotherapies. The Members discussed wording updates throughout the recommendation, including a bullet point that specified the development of a required class for caregivers, family members, and spouses. At 11:30am, after taking a fifteen minute break, the Task Force discussed recommendation D7. This recommendation focused on manning requirements at remote hospital locations for behavioral health staff. The Members had a brief discussion on this recommendation regarding the definition of a remote location as well as some language updates. The Members then moved into a discussion regarding recommendation D8 which addressed the need for the Services to standardize and capture the effectiveness of TBI treatments. During their deliberations, the Members agreed that the language needed to be updated to state DoD as the responsible agency instead of the Services. Upon completion of updates to recommendations D6, D7, and D8, the Members motioned votes and unanimously passed each recommendation.

At 11:50, the Task Force returned to their discussion on recommendation D5. The Members were able to provide updated language that best met their overall intent. The Members motioned the recommendation for a vote and it passed unanimously. At 11:54am, the Task Force took a one hour break for lunch.

The Task Force returned from lunch at 1:00pm and began discussing recommendations related to support to family caregivers. This topic area pertained to recommendations D9 – D13.



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Recommendation D9 addressed an inconsistency regarding the implementation of the Joint Federal Travel Regulation and Joint Travel Regulations for family members across all Services. The Members held a discussion that highlighted the inconsistencies across the Services and updated the responsible agency to the Office of the Secretary of Defense for Personnel and Readiness. Recommendation D10 focused on optimizing the implementation of Special Compensation for Assistance with Activities of Daily Living (SCAADL). The Members held another a discussion centered on the overarching issue of SCAADL not being exempt from income taxes. Both recommendation D9 and recommendation D10 were motioned for a vote and unanimously approved.

As the Members reached recommendations D11 – D13, VADM Nathan explained that each recommendation focused on increasing family member involvement in the recovery process and their awareness of available resources but had different language on how to meet the desired end state. He further clarified that only one of these recommendations would be able to move forward to a final vote. When deliberating on recommendation D11, the Members stated that there should be a process where family member support is required when a Service member is enrolled at a WTU, CBWTU, or WWR. The Members then reviewed recommendation D12, which had more encouraging language than recommendation D11. The Members concluded that this language did not state anything different than what was already being done. Upon discussion of recommendation D13, the Members felt that this recommendation would be a better compromise but wanted to update the language to include measures that addressed effectiveness. After reviewing the three recommendations, the Members decided to remove recommendation D11 and recommendation D12 from further consideration. The Members then made necessary language updates to recommendation D13, motioned for a vote, and unanimously approved it. At 1:56pm, the Task Force took a fifteen minute break.

The Task Force resumed their session at 2:06pm where they began discussions on recommendations D3 and D14 – D16, which covered information resources. Recommendation D3 addressed the need for DoD to use mobile platforms to disseminate information to Recovering Warriors and their families. The Members conducted a thorough discussion that was centered on the intent of this recommendation and a standard for the Services to use when measuring their effectiveness. The Members later motioned recommendation D3 for a vote, where it was voted down by a majority of the members.

Recommendations D14 – D16 focused on ways to ensure accurate, timely, accessible, and relevant information sources but had different language on how to meet the desired end state. The Task Force discussed all three recommendations but only one moved forward to a final vote. Recommendation D14 concentrated on consolidating all information sources under one, new phone number. Recommendation D15 stated that DoD should develop a DoDI to standardize



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information resources that the Services' develop. Recommendation D16 centered on strengthening the National Resource Directory's (NRD) capacity and marketing. There was debate among the Members regarding the use of NRD with the Wounded Warrior Resource Center phone number or setting up a new consolidated phone number for all Recovering Warrior resources. The Members later agreed to remove recommendation D14 from further consideration and began considering recommendation D15. During this discussion, the Members conducted many language updates and changes that would facilitate the development of a DoDI, the promotion of the NRD and the Wounded Warrior Resource Center phone number, and the availability of information on a mobile platform. Upon completion of their updates to recommendation D15, the Members motioned a vote and unanimously passed the recommendation. The Members then voted down recommendation D16 before taking a fifteen minute break at 3:37pm. Dr. Turner also signed off from the teleconference line at this time for the remainder of the day.

At 3:50pm, due to the progress of the voting session meeting, the Task Force invited Mr. Michael Parker to provide his remarks a public forum participant. Mr. Parker provided a statement commenting on the Physical Evaluation Boards (PEB). Mr. Parker highlighted issues he had seen with the PEB choosing which conditions to deem unfitting for Service Members. The Members had no questions and thanked Mr. Parker for his participation.

Immediately following the public forum, the Task Force began their discussion on Integrated Disability Evaluation System (IDES) recommendations D17-D19. Recommendation D17 focused on extending Veterans Tracking Application (VTA) access to those supporting Recovering Warriors in the IDES process. The Members discussed the issues IDES lawyers and CBWTUs were having with tracking where Recovering Warriors were in the process and the added value VTA access can provide to leadership. Recommendation D18 suggested the elimination of the Temporary Disability Retirement List (TDRL). The Members strongly agreed with eliminating TDRL and agreed that the current system is not working. The Members then discussed recommendation D19, which addressed Medical Evaluation Boards (MEB) ensuring all medical conditions are covered. Most of the Members concluded that the language for this recommendation was not defined enough and spent most of their discussion updating the wording. The Members were also adamant about ensuring a measure of effectiveness was implemented. Recommendations D17 – D19 were motioned to vote and each recommendation passed. The Task Force concluded the first day of its voting session at 4:55pm.



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The second day of the meeting began at 8:03am. MG Richard Stone was scheduled to be absent for the day but Dr. Turner and Dr. Phillips were scheduled to join the meeting through teleconference.

The Task Force began the second day of its voting session with a motion to reconsider recommendation D19. The Members engaged in further discussion regarding the recommendation after looking over additional information. After evaluating the information, the Members identified conflicting language and asked the Research team to assist with clarification. While the Research team worked to provide the Members with additional information, the Task Force continued on to other recommendations.

The Task Force then began a discussion regarding recommendation D20, which also deals with IDES. Recommendation D20 addressed inviting all Recovering Warriors to complete each phase of the IDES survey. The Members conducted a very brief deliberation, deciding against any language updates, before making a motion to vote. The recommendation passed with a unanimous vote from the Members.

At 8:42am, the Task Force started their discussion on recommendation D21, which covered legal support for IDES. This recommendation advocated the development of a legal support working group for IDES lawyers. The Members understood that having a trained and knowledgeable lawyer provided better outcomes for Recovering Warriors but concluded that recommending a working group was not the right process. The Members motioned to vote and unanimously disapproved of the recommendation.

Beginning at 8:50am, the Task Force started their deliberations towards resources for reserve components (RC) recommendations D22 – D28. Recommendation D22 focused on the Services establishing a mechanism to alert leadership when RC Recovering Warriors' orders are not renewed. The Members agreed that alerting leadership was not the answer because there were larger, systemic issues. The Members then expanded the recommendation language to address changes in DoD policy guidance for the Services to implement. The recommendation was motioned for vote and passed unanimously before the Task Force took a fifteen minute break at 9:12am.

The Task Force resumed their session at 9:24am and continued with the resources for RC recommendations. The next recommendations discussed were D23 and D24 which addressed ensuring RC Recovering Warriors had access to necessary non-medical case management information. The Task Force discussed both recommendations but only one would move forward to a final vote. The Members deliberated on the role of VA and the Office of the



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Secretary of Defense for Reserve Affairs in ensuring RC organizations have the most current and accessible information. Deciding against any language changes to the recommendation, the Members motioned a vote and unanimously passed recommendation D23 while removing recommendation D24 from further consideration.

The Task Force continued their session addressing recommendation D25. This recommendation focused on the need to modify IDES laws to eliminate Reserve inequities. The Members identified several inconsistencies in the interpretation of current IDES laws and demonstrated that the current laws are not defined enough. Several language updates were made to ensure DoD, VA, and Congress worked together in reviewing the IDES laws. Recommendation D25 was motioned for a vote and the Members unanimously agreed to pass the recommendation.

Recommendation D26 was next to be addressed by the Task Force. The recommendation highlighted the need for the National Guard Bureau and Joint Forces Headquarters leadership to build strategic relationships with specific veteran organizations. The Members conducted a short deliberation centered on defining "at risk" as it was stated within the recommendation. Upon conclusion of the Members' discussion and minimum language updates, the Members motioned for a vote and unanimously passed the recommendation. The Task Force then took a fifteen minute break at 10:44am.

At 11:03am, the Task Force returned from their break and the Members began deliberations on recommendation D27. This recommendation addressed potential parity in Directors of Psychological Health staffing. The Members identified that some states have received additional staffing but various Joint Forces Headquarters had to find unique ways to address their staffing issues. The Members concluded that the National Guard Bureau should reconsider how they establish the staffing requirements. After completing necessary language updates, the Members motioned for a vote and unanimously passed the recommendation.

Recommendation D28 was the last resources for RC recommendation to be discussed and voted on. The recommendation identified the need to standardize the line of duty (LOD) policy. The Members highlighted the various issues that need to be addressed in the LOD system and the importance of having a single electronic LOD processing system. The Members motioned for a vote, after a short discussion, and unanimously agreed to pass the recommendation.

At 11:47am, prior to the Task Force breaking for lunch, Ms. Dailey presented a plaque to CAPT Evans for her participation with the Task Force. CAPT Evans was due to retire later in the year and this was her last session as a Task Force member. VADM Nathan provided some



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remarks as well to thank her for her duty with the Task Force and with the United States Navy. The Members then took a thirty minute break for lunch.

The Task Force reconvened at 12:32pm to discuss recommendation D29 which covered policy updates. Recommendation D29 requested that timely guidance be published regarding Recovering Warrior care. This recommendation also highlighted specific policies which required immediate attention. The Members deliberated about the challenges of creating a joint policy and gaining the current statuses of certain policies. Recommendation D29 passed by a unanimously from the Members.

The Task Force returned to recommendation D19 for reconsideration after receiving updated information as requested from the Research team. The Members concluded that the original language of the recommendation met their desired end state and the initially voted recommendation had incorrect language. The Members motioned the revised recommendation for a vote and it passed unanimously.

At 1:05pm, the Members began reviewing all voted recommendations for any final changes. The Members made slight updates to a number of recommendations and ended the formal voting session with 21 voted recommendations. The Members then discussed with Ms. Dailey the options for organizing the recommendations and findings in the annual report. VADM Nathan asked for an informal member vote where a majority of the Members agreed to have the recommendations organized by the responsible organization. The Task Force concluded the voting session and business meeting at 1:45pm.

Verified by:

Department of Defense Co-Chair:

Vice Admiral Matthew L. Nathan, M.D.

Date: 21 AUG 2013

Verified by:

Non-Department of Defense Co-Chair:

Mrs. Suzanne Crockett-Jones

Date: 12/AUG/2013



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Appendix A:

Thursday, 25 July 2013

Members Present:

- CSM Steven D. DeJong
- Mr. Ronald Drach
- CAPT Constance Evans
- TSgt Alex Eudy
- Mrs. Suzanne Crockett-Jones (Non-DoD Co-Chair)
- LtCol Sean P. K. Keane
- Ms. Karen Malebranche
- MG Richard Mustion
- VADM Matthew Nathan (DoD Co-Chair)
- Mr. David Rehbein
- Dr. Russell Turner (via teleconference)

Members Not Present:

- Dr. Steven Phillips
- MG Richard Stone

Members Arrived Late:

- CAPT Constance Evans (8:33am)

Members Left Early:

- Dr. Russell Turner (3:37pm)



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- LtCol Sean P. K. Keane
- Ms. Karen Malebranche
- MG Richard Mustion
- VADM Matthew Nathan (DoD Co-Chair)
- Mr. David Rehbein

Members Not Present:

- Dr. Steven Phillips
- MG Richard Stone
- Dr. Russell Turner

Members Arrived Late:

- None

Members Left Early:

- LtCol Sean P. K. Keane (12:30pm)



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Appendix B:

Sign-in Sheet:



DEPARTMENT OF DEFENSE TASK FORCE ON THE CARE, MANAGEMENT, AND TRANSITION
OF RECOVERING WOUNDED, ILL, AND INJURED MEMBERS OF THE ARMED FORCES

RWTF Business Meeting Thursday, July 25, 2013

Last Name	First Name	Zip Code	Organization	Email
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