**Brain and Spinal Injury Trust Fund Commission**

2 Peachtree St NW Suite 26-416 Atlanta, GA

Commission Meeting

April 22, 2021

Teleconference

**Minutes**

**Commissioners attending in person:**

None.

**Commissioners attending via teleconference:**

Gwen McKee (GM), Susannah Kidwell (SK), Chase Jones (CJ), Jane Warnock (JW), Andrew Dennison (AD), Bob Bauer (BB), Randy Owens (RO), Lisa Dawson (LD), Tim Wall (TW), Paula Gumpman (PG), Rebecca Dugger (RD).

**Commissioners - Absent:**

Stephanie Stallings, Lisa Dawson

**Staff:**

Craig Young (CY), Tyimeka Brown (TB), Diana Ballard (DB), Keisha Zachary (KZ), Dionne Braxton (DB), Kenisha Tait (KT).

**Guests:**

Leona Rittenhouse (LR) – OPB.

**Chairman’s Report**

CY – A quorum of 9 Commissioners are currently present.

CJ – I call the meeting to order at 10:43 a.m.

A quorum of 9 Commissioners are present.

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| **1. Motion:** to approve the March 2021 draft Commission minutes.  **Motion by:** BB  **Second by:** TW  **Vote:** Approved unanimously. |

**Executive committee report:**

CJ – the Executive committee met twice in April, first to authorize staff to send a Letter of Intent to Apply for the ACL TBI grant (letter sent on April 9th).

The second executive committee meeting was our regular meeting where we discussed the TBI ACL grant. The Executive committee voted to recommend to the Commission that the Commission should apply for the new ACL TBI grant which would provide annually $170,000.00 (gross) to the Commission and require $85,000 annually in Commission matching funds (to be made up of cash and in-kind contributions from the Commission).

The grant has a change in focus to provide, in the new cycle, a required program for Resource Facilitation (RF). Researching RF in other states shows that RF can be undertaken by a state entity or contracted out for that service. We have spoken with Jane Jackson at the Brain Injury Association of Georgia about a contract to provide these services for the grant. She indicated initial interest in the project and asked for more detail as it becomes available. The RF program would utilize the bulk of the grant funding throughout the five-year grant cycle.

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| **2. Motion:** to approve the recommendation of the Executive Committee to apply for the new ACL TBI grant opportunity HHS-2021-ACL-AOD-TBSG-0070  **Second by:** GM  **Vote:** Approved unanimously. |

**Executive Director’s updates:**

1. Currently there are 57 applications assigned and being processed by staff.

2. GVRA has not yet contacted staff regarding a new GVRA Commission appointee.

3. DCA has recently completed 2 projects and has 2 remaining from prior year. We currently have four new home access modification applications and will send $50,000.00 to DCA for those projects and have money available for any new application(s) for the remainder of the fiscal year.

4. Staff has worked diligently to complete applications that total >$100,000 for the April grid.

Commissioner Paula Gumpman joins the meeting.

**Distribution committee:**

TW – The Distribution committee briefly discussed one applicant’s request for an neuromuscular therapy. The committee determined that this therapy was a Health and Wellness category request which has a $5,000.00 cap. The committee decided the award amount should be reduced to that amount. Any question about this or any other applicant on the grid? None.

A quorum of 10 Commissioners are present.

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| **3. Motion:** To approve the April 2021 grid as submitted.  **Motion by:** Distribution committee  **Second by:** SK  **Vote:** Motion is approved unanimously. |

**Advisory committee update:**

KT – the Advisory committee meeting took place on March 29, 2021. We discussed the ACL grant opportunity. The March Brain Injury Month ACL Discussed the Resource Facilitation program with NASHIA regarding Alabama’s RF program. Alabama employs a number of counselors and case managers and work in an assigned region in Alabama. Individuals with TBI are referred by hospitals and their central registry. Those needing services are followed up to two years. Colorado has contracted its RF program to their state brain injury association. I will be getting more information from Colorado and other states asn we develop our grant proposal.

Webinars from ACL workgroups continue and end-of-grant products are being produced by workgroup states. Our current grant ends on May 31st and we will then be engaged in a final grant report to ACL and the Commission.

**Collections and Finance report:**

CY – March collections were $129,579. With one week left we have collected $97K for April and will likely match or exceed last year’s March collections. Any questions? None.

The Finance committee did not meet due to lack of quorum but Leslie has provided a third quarter financial balance for you. As you can see we have positive balances in all Treasury account. There is approximately $658K in current and prior-year grant obligations that would be paid out of the 2305/2131 accounts.

**Public Policy update:**

CY - The Committee did not meet due to lack of quorum. The General Assembly has adjourned for the year. HB511 passed and the Governor will sign…the bill’s impact on the Commission is, at this point, unknown.

**New Business:**

CY – thanks again to the Commission for authorizing FY21 bonuses for staff!

**The next Commission meeting will be on Thursday May 27, 2021 from 10:30 a.m. to 12:00 p.m.**