**Brain and Spinal Injury Trust Fund Commission**

2 Peachtree St NW Suite 26-416 Atlanta, GA

Commission Meeting

August 23, 2021

Teleconference

**Minutes - Draft**

**Commissioners attending in person:**

None.

**Commissioners attending via teleconference:**

Gwen McKee (GM), Susannah Kidwell (SK), Chase Jones (CJ), Jane Warnock (JW), Bob Bauer (BB), Tim Wall (TW), Andrew Dennison (AD), Lisa Dawson (LD), Jeni Coyne (JC), Randy Owens (RO).

**Commissioners - Absent:**

Paula Gumpman, Rebecca Dugger, Stephanie Stallings.

**Staff:**

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

**Guests:**

None

**Chairman’s Report**

CY – A quorum of 10 Commissioners are currently present.

CJ – I call the meeting to order at 10:36 a.m. I am pleased to welcome Jeni Coyne to the Commission as the appointee of the Georgia Department of Human Services. Please give the other Commissioners on the call a bit more information about your background.

JC – I am currently the Services Section Manager for the Division of Aging Services (DAS) and work with the Aging and Disabilities Resource Connection (ADRC), Area Agencies on Aging (AAA) and other related entities on the state and federal level. I have a background as an Ombudsman and previously worked for DAS in the same position that I now currently occupy. I am currently working from home in Augusta, Georgia.

CJ – we appreciate your willingness to serve and look forward to having your expertise as we fulfill our mission. Please feel free to ask questions as they arise.

A quorum of 10 Commissioners are present.

CJ – let’s turn our attention to last month’s minutes for approval.

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

**Executive committee report:**

CJ – We did not have a quorum for the Executive committee meeting. Craig will give his operational updates.

**Executive Director’s updates:**

The Commission’s application for the ACL TBI grant was approved. Thanks to everyone for your assistance and letters of support. Kenisha will give further details.

We have 70 active applications on application team desks currently.

I have been in touch with the Governor’s appointments secretary and they are working to fill their two remaining appointments. GVRA should be appointing someone soon to fill their opening.

Leslie and I are working to finalize our FY2023 budget, performance measure outcomes and updated strategic plan to OPB by September 1, 2021.

CJ – next up is the Distribution committee report.

**Distribution committee:**

TW – The Distribution committee meet and approved the August grid for $81,096.81 Are there any questions regarding the August grid? None.

A quorum of 10 Commissioners are present.

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| **2. Motion:** To approve the August 2021 grid as submitted.  **Motion by:** Distribution committee  **Second by:** JW  **Vote:** Motion is approved unanimously. |

Commissioner Randy Owens joins the meeting. A quorum is still present.

**Collections and Finance committee report:**

LC – collections for July 2021 were up and came in at $ $159,566. For FY2021 we collected $1,611,604 We collected $248K more than 2020. Collections for August are good and should be above last year. We are reviewing our final 998 agency spending report.

The Finance committee met last week and has recommended the attached draft budget for consideration.

Does anyone have any questions regarding the FY2023 draft budget? None.

We will need a quorum vote to approve the FY2023 draft budget as recommended by the Finance committee.

Commissioner Randy Owens joins the meeting. A quorum is present.

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| **3. Motion:** to approve the Finance committee recommendation to the Commission to approve the FY2023 level AOB budget to OPB.  **Second by:** GM  **Vote:** Approved unanimously. |

**TBI grant and activities:**

KT – we received notification of approval of our application for the 5-year TBI grant from the Administration for Community Living which has a start date of August 1, 2021. Thanks to all of you for your support of the grant and its activities. The grantee kickoff meeting will be held on September 7th. We met with our outgoing ACL project officer to discuss the prior TBI grant and we have been informed as to who our new ACL grant project and budget officers will be.

We will be meeting with BIAG to begin work on the grant project as it relates to resource facilitation later today.

**New Business:**

None

There being no further business the meeting was adjourned by motion (TW) at 11:06 a.m.

**The next Commission meeting will be on Thursday September 23, 2021 from 10:30 a.m. to 12:00 p.m.**