

**Brain and Spinal Injury Trust Fund Commission**  
2 Peachtree St NW Suite 26-416 Atlanta, GA  
Commission Meeting  
November 21, 2019

**Minutes**

**Commissioners attending in person:**

Chase Jones (CJ), Hank Fielding (HF).

**Commissioners attending via teleconference:**

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

**Commissioners - Absent:**

Rebecca Dugger, Raj Gandy.

**Staff:**

Craig Young (CY), Tyimeka Brown (TB), Leslie Collins (LC), Diana Ballard (DB), Keisha Zachary (KZ), Dionne Braxton (DB).

**Guests:**

Melissa Downs - OPB, Jane Jackson (JJ) – BIAG.

**Chairman's Report**

CY – A quorum of 9 Commissioners are present.

CJ – I call the meeting to order at 10:38 a.m. We will take a motion to approve the minutes from the previous meeting.

A quorum of 9 Commissioners are present.

**1. Motion:** to approve the October 2019 draft Commission minutes.

**Motion by:** BB **Second by:** RO

**Vote:** Approved unanimously.

CJ – we will move to the Distribution committee report next for those that have some time limitations on their attendance today.

**Distribution committee:**

TW – The applicant grid for November 2019 has 11 applications with requests for \$119,801 in grants. There was a hold placed on one applicant (Grif1725) to gather more information regarding their DME equipment. Staff reports that the

applicant only has use of one arm and therefore the requests for the wheelchair and wheelchair lift are in order. I will take a motion to include these items in the November grid.

A quorum of 9 Commissioners are present.

**2. Motion:** To add the two DME requests for Grif1725 to the November 2019 grid.

**Motion by:** GM **Second by:** AD

**Vote:** Motion is approved unanimously.

Does anyone have any additional questions regarding the November grid? CJ – I have a question regarding Key0876 and their request for personal support services. The mother has been trained to provide suction for the tracheostomy equipment and there are no vendors that will provide this service? KZ – correct, the mother will perform the cleaning and will be the vendor in this case. CJ – is this allowed in policy? DB – yes, it is allowed. CY – family members are often the best choice to provide personal support services as they are intimately familiar with the applicants' injury and care issues.

TW – any further discussion? None.

Commissioner Lisa Dawson joins the meeting.

A quorum of 10 Commissioners are present.

**3. Motion:** To approve the November 2019 distribution grid as amended.

**Motion by:** Distribution committee **Second by:** JW

**Vote:** Approved unanimously.

CY – The Commission recognizes the Outstanding Contributions of Commissioner Hank Fielding, Adjutant – Georgia Department of Public Safety. We thank Hank for his eight years of service on the Commission and the many occasions when we have been fortunate to have his wise counsel. We wish you the best in your well-deserved retirement.

CJ – it has been a pleasure working with you Hank and we thank you for your many contributions to our mission.

### **Executive updates:**

CY – the Executive committee did not make quorum. I have provided the meeting agenda and the following updates.

1. Waiting for approvals for contracts that are in various stages of production by DPH.
2. Met with Lorri Smith in the Governor's office to discuss HB576. CJ – we had a warm welcome and related the origins of the bill, sponsor, prospects, etc.
3. We have yet to receive a Commission appointment from DHS...there is a promotion by current staff to Cheryl's position and we will look to see if that will be an opportunity for an appointment.

The Department of Education has appointed Paula Gumpman to the Commission and she will attend the December Commission meeting.

4. We have sent the 2018 Central Registry TBI in-patient mailing to our vendor for delivery to this cohort.
5. Commission offices are closed November 28-29, 2019 for the state holiday.

### **DAR committee:**

CY – the DAR committee began work on Outcomes Measurement. Dr. Bauer is collating pre and post Daily Living Surveys (DLS) to determine congruence. BB – I will have that report available soon. I have also compared the DLS (which the applicant fills out) to the Injury score (staff derived scoring) and the two are highly correlated. I will have that for you at the next meeting.

CY – the committee discussed the following items (as charged) for review.

1. Open new grants to those who are capped out? Good and far ranging discussion.
2. Are category caps sufficient or are higher/lower limits needed? Discussed types of dental services.
3. What kind of outcomes measurement can help us demonstrate return on investment? Need more models/tools for review.
4. Review vehicle rescinds, is the number greater than usual? FY19 there have been only 2 rescinds thus far.

The DAR committee is happy to have more Commissioners join in these discussions, please let us add you to the roster.

CJ – the committee will need to review all requested information along with corresponding data before recommendations are made. CY – a survey of Commissioners will be of good use to determine support for those recommendations.

### **Collections report:**

LC – Collections of \$114,057.00 for October. November collections are lower (\$72,000) we have 5 more days until the end of the collection period.

Finance committee met on Tuesday but there was no quorum. I have provided those meeting materials for you and will answer any questions you may have.

We have received final approvals for our DHS IGA (federal grant) and DCA MOU (home modifications) expenditures for services.

### **Advisory Committee - TBI Grant Update**

KT – continuing meetings with ACL workgroups and sub-groups. Discussed NASHIA event with the committee. Attended events in Duluth and Augusta and at CHOA's survivor reunion.

### **New Business**

DAR committee will meet immediately after the Distribution committee meeting on December 10, 2019...approximately 11:00 a.m.

JJ – meeting convened by BIAG and Shepherd Center is upcoming...more information and dates forthcoming.

The meeting is adjourned at 11:41 p.m. by CJ.

**The next Commission meeting will be on Thursday December 19, 2019 from 10:30 a.m. to 12:00 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-416.**