

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-416 Atlanta, GA
Commission Meeting
August 22, 2019

Minutes

Commissioners attending in person:

Chase Jones (CJ), Lisa Dawson (LD), Cheryl Harris (CH), Raj Gandy (RG).

Commissioners attending via teleconference:

Jane Warnock (JW), Randy Owens (RO), Bob Bauer (BB) Susannah Kidwell (SK), Andrew Dennison (AD), Hank Fielding (HF), Tim Wall (TW), Gwen McKee.

Commissioners - Absent:

None

Staff:

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

Guests:

None

Chairman's Report

CY – A quorum of 10 Commissioners are present.

CJ – I call the meeting to order at 10:36 a.m. We will take a motion to approve the minutes from the previous meeting. GM – typo needs editing.

A quorum of 10 Commissioners are present.

1. Motion: to approve the July 25, 2019 edited draft Commission minutes.

Motion by: BB **Second by:** TW

Vote: Approved unanimously.

Commissioner Andrew Dennison joins the meeting.

CJ – There are no recommendations by the Executive committee. Craig will give the Commission updates.

Commissioner Lisa Dawson joins the meeting.

Executive updates:

CY - updates:

1. Kenisha has submitted our Budget Year 1 Activity report to ACL. DPH has submitted the financial report SF425 as well. Kenisha will give other ACL grant activity updates later.
 2. The Intergovernmental agreement between DPH and DHS is awaiting signature by DHS Commissioner. Not sure where it is located right now. LD – I can help keep it moving.
 3. FY20 budget – was not properly loaded – they used a prior year AOB budget. We informed DPH of the error and they will revise at a later date.
 4. OPB informed us that the Commission will not be required to adjust budgets for FY20 & FY21. The Commission does not receive state general revenue funds.
 5. FY21 AOB and Strategic Plan due September 6th to OPB. Provided OPB’s BSITFC performance measures to DPH. Little change from prior years.
 6. Leslie and I met with OPB to discuss our budget issues (reporting) by DPH. DPH’s new CFO is Lee Wright (formerly OPB’s HHS section head).
- LC - Providing information to DPH financial review staff regarding receivables still not deposited in BSITFC accounts.
7. Staff is sending out 2018 SCI Central Registry letters via regular mail but at a cost of \$1.14 per which will limit further mailings not done by our vendor.

Distribution committee:

TW – The applicant grid for August 2019 has 8 applications with requests amounting to \$62,500. Does anyone have any questions regarding the August grid? None.

A quorum of 10 Commissioners are present.

2. Motion: To approve the August 2019 distribution grid as submitted.
Motion by: Distribution committee **Second by:** GM
Vote: Approved unanimously.

Finance committee:

CH – the Finance committee met Monday August 19, 2019, approved and recommends the draft FY2021 actual operating budget (AOB) of \$1,431,530.00 to the Commission. Are there any questions or discussion? None.

3. Motion: To approve the draft FY2021 budget as recommended by the Finance committee.
Motion by: Finance committee **Second by:** LD
Vote: Approved unanimously.

Finance and Collections report:

LC – Collections of \$126,362.00 for July. Slightly less than July last year. Current collections for August of ~\$100,000, anticipate collecting more than last year.

Communications update:

Time to consider a date for the Annual Meeting. Craig and Kenisha will be at a conference in September so we should make the meeting for October 24, 2019 at the Commission meeting. CJ – we will need to coordinate for meeting venue.

TBI Grant Update

KT – Attended meeting with ADRC, BIAG and VA in August and we have future meetings scheduled to present to the VA and their TBI unit in Augusta.

The Advisory committee will have two new members attending at the September 16, 2019 meeting.

The grant budget year 1 carry-over has been submitted to ACL. The AOR had to be changed with the change in Commissioners at DPH which slowed the process. The change was processed and affirmed by Grant Solutions.

New Business

LD – legislative study-committees should begin meeting soon.

CY – Commissioner Barbara Means-Cheeley has left state employment with DCH and is no longer with the Commission.

CH – I am leaving state government September 30, 2019. I will be attending the September meetings as scheduled. I have enjoyed serving on the Commission over the years. CY – You have been a great supporter of the Commission, staff and our stakeholders. I appreciate everything you have done for us both personally and professionally. CJ – It has been a pleasure working with you on the Commission.

The meeting is adjourned at 11:03 p.m. by LD.

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