**Brain and Spinal Injury Trust Fund Commission**

2 Peachtree St NW Suite 26-416 Atlanta, GA

 Commission Meeting

February 25, 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), Rebecca Dugger (RD), Lisa Dawson (LD), Tim Wall (TW).

**Commissioners - Absent:**

Chuck Stone, Stephanie Stallings, Paula Gumpman.

**Staff:**

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

**Guests:**

Leona Rittenhouse (LR) – OPB, Jane Jackson (JJ) – BIAG.

**Chairman’s Report**

CY – A quorum of 10 Commissioners are currently present.

CJ – I call the meeting to order at 10:33 a.m. First order of business is to approve the minutes from our December Commission meeting.

A quorum of 10 Commissioners are present.

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| **1. Motion:** to approve the January 2020 draft Commission minutes.**Motion by:** BB **Second by:** TW**Vote:** Approved unanimously. |

**Executive committee report:**

CJ –

**Executive Director’s updates:**

1. Currently there are 76 applications assigned and being processed by staff.

2. Ethics affidavits are due tomorrow January 29, 2021.

3. Please review the 3 TBI/SCI factsheets that I sent out from the model systems– good demographic information.

CJ - We are moving the Distribution committee up in the agenda to accommodate those that have schedule conflicts. I notice that the applicants this month are applying more for home health assistance; this could be due to the lack of outside care due to the pandemic.

**Distribution committee:**

DB – The Distribution committee meeting went quickly…we briefly discussed ICWP members that are applying for grants. Are there any questions/concerns regarding the December 2020 Commission Distribution grid? None.

A quorum of 11 Commissioners are present.

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| **2. Motion:** To approve the December 2020 grid as submitted.**Motion by:** Distribution committee **Second by:** GM & PG**Vote:** Motion is approved unanimously. |

CY – you received the Grid Applicant Characteristics for the first half of FY21. One item that is worth noting is the lack of applications from families for injured children. The Annual Plan workgroup is addressing this as a new objective and will form a new subgroup to tackle those activities. SK – CHOA is happy to work with you on this. Our social workers need to be aware of Commission grants along with other staff in the relevant areas of the rehab continuum.

**Advisory committee update:**

KT – the Advisory committee meeting did not take place due to lack of quorum and is rescheduled for February 8, 2021 at 10:00 a.m. The TBI state plan workgroup has produced a draft state plan for adoption. KT reviews the plan for the Commission. CJ – this looks great, thank you!

**Collections and Finance report:**

LC – Through January all accounts are in-balance with revenue exceeding costs. The collections report shows that for FY21 December collections were $134,038. January collections are $116K with one more day to process. Any questions? None. CJ – Good to see collections maintaining.

**Communications committee:**

CY – The Communications committee did not meet due to lack of quorum. The annual report is completed, printed and delivered. Next step is to send to the Capitol mailroom for distribution to the General Assembly. The Pathfinder Awards have been ordered and ready for pickup. We have informed our recipients of their respective awards.

The Facebook page is active and I have been posting information that may be useful to our stakeholders, if you have announcements or other information our stakeholders can use please forward that information to me.

CJ - Paige Havens did a great job producing, as usual.

**Public Policy update:**

CY - The Committee did not meet due to lack of quorum. The General Assembly is in session and we are on legislative day 23. We are following HB511 as it has some proposed changes to the state constitution (see Section 10 pg 16). We are unsure as to how the bill as currently written will play out. GM – I would like to review the bill. CY – I will send it to you.

**TBI Grant Update:**

KT – The new TBI grant FOA is delayed from its scheduled release. We will let you know when we receive.

We are actively participating in the grant workgroups and subcommittees and working on products to be submitted to ACL for the current grant year. KT reviews the workgroup activities. GM – very busy with so many groups – thanks!

**New Business:**

CJ – There may be an opportunity to apply for grants from the Christopher Reeve Foundation. CY – I will check at that opportunity announcement. It is likely that we will have to go through DPH grants office to apply as we do not have an EIN number. JJ – BIAG received a $5,000.00 grant from Reeve Foundation in 2020; used the funds for scholarships for TBI camp. CY – I will give you a call about the grant.

**The next Commission meeting will be on Thursday March 25, 2021 from 10:30 a.m. to 12:00 p.m.**