**Brain and Spinal Injury Trust Fund Commission**

2 Peachtree St NW Suite 26-416 Atlanta, GA

Commission Meeting

December 17, 2020

Teleconference

**Minutes-draft**

**Commissioners attending in person:**

None.

**Commissioners attending via teleconference:**

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

**Commissioners - Absent:**

Chuck Stone, Tim Wall.

**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.

**Chairman’s Report**

CY – A quorum of 11 Commissioners are currently present.

CJ – I call the meeting to order at 10:34 a.m. First order of business is to approve the minutes from our December Commission meeting.

A quorum of 11 Commissioners are present.

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

**Executive committee report:**

CJ – the Executive committee did not meet in December.

**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 December 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 – Magnolia Media is currently creating an Instagram account for the Commission. The Facebook page is up and running. If you have announcements, programs or other information our stakeholders can use please forward that information to me.

Paige Havens is editing our annual report materials and will have a draft next month.

**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 seven. The main focus currently is on the passage of HB80 AFY21 Appropriations bill. There currently are no bills that would greatly impact our stakeholders…for now.

The new General Assembly website is much easier to navigate: <https://legis.ga.gov>

CJ – if you would like to join the Public Policy committee let me or Craig know.

**TBI Grant Update:**

KT – The new TBI grant FOA is scheduled to be released on February 19, 2021.

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:**

JW – have we worked with the Pilot Clubs? CY – yes, back when Rusty Kidd was Chairman. JW – this might be a good group to partner with again, they are all about brain injury.

The meeting is adjourned at 11:28 a.m. by motion – BB & PG.

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