

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-416 Atlanta, GA
Commission Meeting
January 24, 2019

Minutes

Commissioners attending in person:

Chase Jones (CJ), Barbara Means-Cheeley (BMC), Lisa Dawson (LD), Cheryl Harris (CH).

Commissioners attending via teleconference:

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

Commissioners - Absent:

None

Staff:

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

Guests:

Leona Rittenhouse, Claire Creech, Jane Jackson.

Chairman's Reports

CY – A quorum of 9 Commissioners are present.

CJ – I call the meeting to order at 10:36 a.m. Any edits to the minutes from the previous meeting? None.

A quorum of 9 Commissioners are present.

1. Motion: to approve the December 2018 draft Commission minutes.

Motion by: GM **Second by:** TW

Vote: Approved unanimously.

Executive committee updates:

Updates by CY:

1. Atlanta Municipal court has been remitting funds (albeit intermittently). Courts that appear on the GSCCCA report "Non-compliant Courts" are not removed from the list if they remit past-due payments. According to the GSCCCA funds detail report Atlanta Municipal court has remitted for the 2018 calendar year \$7,780.28 with no funds remitted for October, November and December of 2018

according to the report. I anticipate those month's collections will be received by GSCCCA in calendar year 2019.

2. New staff in the Governor's office; do not know who will be approving our grids at this time.

Commissioners joining the meeting in progress: RO, BMC, BB, RG. A quorum of 13 Commissioners are present.

3. Public Policy committee did not meet in January and we need committee members if you have an interest. LD – there are several bills that DPH is following that could impact unintentional injury.

4. Central Registry letters paid by the TBI grant going out this week.

5. The number of applications have fallen over the holidays (which is the trend) but January has yet to see a pickup in volume. The committee discussed if a change to policy might yield an increase in applications but felt that it is not warranted at this time. Discussion yielded some distribution topic areas for the strategic planning meeting.

6. Annual reports were received and distributed to the General Assembly this week. Limited numbers are available for Commissioners.

7. As of today's meeting our budget amendment has not been entered by our budget analyst. Donation receivables have yet to be credited to our account.

8. The MOU for the TBI grant between the Commission and DHS has been drafted; DPH requires a contract action request report filed and signed off by DPH grants & budget approvers (among others). Getting a finalized draft will likely take place after February 1st.

Distribution committee:

TW – The applicant grid for January has 5 applicants with requests amounting to \$46,540.00 TW - Any questions? None.

A quorum of 13 Commissioners are present.

2. Motion: To approve the January 2019 distribution grid as submitted.

Motion by: Distribution committee **Second by:** AD

Vote: Approved unanimously.

CY – Please review the report “Grid Applicant Characteristics” for useful information about our applicants. CJ – note the tabs at the bottom for data from prior years.

CY – we have included a new (last) line that lists the number of applicants impacted by a grant from the Commission that likely prevented institutionalization.

Finance and Collections report:

LC – I sent out a revised spreadsheet with collections. For December (FY2019) collections were \$116,791 slightly above FY18. For January 2019 through today

we have collected \$75,338. DOAS has approved our agency purchase card which has been issued.

Communication committee update:

CY - No meeting this month. A copy of the Annual Report was provided in your meeting materials. Thanks to Paige Havens for her excellent work on the report. The report "How did you hear about the Commission?" for the last quarter was included in your meeting materials. Our response rate to our last mailing was .6 percent which is very low. Upgrading our mailer materials may improve response rates.

TBI Grant Update

KT – had two calls with ACL workgroups yesterday and have been meeting regularly. I have a Powerpoint presentation for you today which reviews our six-month grant activity and was included in your meeting materials. Please let me know if you have any questions related to the Powerpoint presentation.

LD – if you have a YouTube channel you can post a link to your 30 second TV PSA.

New Business

CY – We need new members for the Communications and Public Policy committees. CJ – new members from our stakeholder groups would be welcome.

The next Commission meeting will be on Thursday, February 28, 2019 from 10:30 a.m. to 12:00 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-426.

The meeting is adjourned by motion (LD) at 11:49 a.m.