

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-416 Atlanta, GA
Commission Meeting
October 25, 2018

Minutes

Commissioners attending in person:

Cheryl Harris (CH).

Commissioners attending via teleconference:

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

Commissioners - Absent:

Barbara Means-Cheeley, Raj Gandy.

Staff:

Craig Young (CY), Keisha Zachary (KZ), Leslie Berry (LB), Tyimeka Brown (TB).

Guests:

Leona Rittenhouse – OPB

Chairman's Reports

CY – A quorum of 11 Commissioners are present.

CJ – I call the meeting to order at 10:33 a.m. Any edits to the minutes from the previous meeting? None

A quorum of 11 Commissioners are present.

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

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

Vote: Approved unanimously.

Nominations:

CJ – we are accepting nominations for Commission Treasurer and Vice-Chairman. The position is for one year and two consecutive one-year terms are allowed. These positions come with membership in the Executive committee. The Treasurer will Chair the Finance committee. CH – I am available to serve as Treasurer.

A quorum of 11 Commissioners are present.

2. Motion: to nominate and approve Cheryl Harris for a term of one year as the BSITFC Treasurer – beginning November 2018.

Motion by: CJ Second by: BB
Vote: Approved unanimously.

CJ – we will find a nominee for Vice-Chairman and vote at the November Commission meeting.

Executive committee updates:

CY – we have identified a candidate for the TBI grant manager position and have tentatively offered contingent on the background check by DPH. Start would likely be November 15th.

- Waiting to execute the MOU with DHS for the TBI I&R support position (\$75K – part of the BSITF grant matching funds).
- TBI grant expenditure of \$50K to GPB for public service announcements statewide.
- In-patient CR mailing will go out in October to 3,350 Georgians. Next will be a mailing for 20K+ for TBI ER patients from 2017.
- The MOU for DCA home mods is ready for signature, DCA will need to return FY18 unspent funds before we sign...Leslie will invoice DCA for \$40K unspent funds.
- New Treasury accounts to replace the GEAP accounts have been created.

2. 20th Anniversary November 1, 2018 starts at 11:00 a.m. We have 90 RSVP's. CY reviews the 20th agenda and order of activities.

BB – thanks to the Ad hoc committee for their work to get this done. CJ – thanks to Bob for chairing the committee and all your hard work to make this event happen.

3. No movement on the software procurement for the applicant database by DPH. Suggest we move forward with needed enhancements by our current vendor.

4. Have resolved Dionne's scheduling and pay rates with HR.

5. Will send Atlanta Municipal court our letter requesting they investigate why the Commission has received no remittances since February 2018.

HF and RO leave the meeting at 11:00 a.m.

Distribution committee:

TW – The applicant grid for October has 12 applicants with requests amounting to \$111,749 . TW - Any questions? AD – issue with Niko7635 request for craniosacral therapy – not a proven therapy, no proof that there is any physiological process impacted within a medical model. SK – CHOA does not consider this a valid and reliable therapy. GM – my daughter receives this therapy but I could not say that I see any discernable long-term difference. A lengthy discussion ensued.

A quorum of 9 Commissioners are present.

3. Motion: to deny the \$5,000.00 craniosacral therapy portion of Niko7635's grant request.

Motion by: AD **Second by:** BB

Vote: Unanimous to deny said request.

TW – other discussion? None.

A quorum of 9 Commissioners is present.

4. Motion: To approve the amended October 2018 distribution grid.

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

Vote: Approved unanimously.

Finance and Collections report:

LC – I sent out a revised spreadsheet with collections. For September (FY2019) collections were \$122,061. So far in October we have collected \$101,000.

Communications:

CY – Be aware that photographs will be taken at the 20th Anniversary event – the 20th Anniversary will be the theme for this year's Annual Report.

- Google analytics show no bounce from the GPB public service announcements in terms of web traffic.

- attached 2018 TBI and SCI factsheets for your review.

The next Commission meeting will be on Thursday, November 15, 2018 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 (BB) at 11:39 a.m.