

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-426 Atlanta, GA
Commission Meeting
July 26, 2018

Minutes

Commissioners attending in person:

Chase Jones (CJ), Raj Gandy (RG).

Commissioners attending via teleconference:

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

Commissioners - Absent:

Barbara Means-Cheeley, Lisa Dawson.

Staff:

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

Guests:

None

Chairman's Reports

CY – A quorum of 9 Commissioners are present.

CJ – I call the meeting to order at 10:35 a.m. Any edits to the minutes from the previous meeting? None

A quorum of 9 Commissioners are present.

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

Motion by: TW **Second by:** RO

Vote: Approved unanimously, BB – abstained.

CJ – we will move to the Distribution committee vote first as some have tight schedules.

GM joins and CH leaves the meeting at 10:40 a.m.

Executive committee:

Updates by CY:

1. Working on MOU's with DCA, DHS for FY19.

2. Applicant database have executed agreement to provide IT temp consulting to determine deliverables for an RFP.
3. GEAP accounts (closed) merged with our Georgia Fund 1 accounts. We met with Treasury to see about creating new accounts for these same fund balances. They recommended an additional account for the 2131 prior-year fund balances. We met with DPH to discuss the need and they are reviewing currently.
4. Meeting with OPB went well; our analyst Errol Spencer is leaving the OPB. Discussed our high workers comp insurance premiums.

Distribution committee:

TW – The applicant grid for July has 10 applicants with requests amounting to \$81,549.00. Any questions regarding the grid? AD – what was applicant FAIN hoping to achieve with their request? Dionne provided the medical documentation and the doctor’s authorization for the request. CY – the request is within policy. CJ – Gill is getting a GPS system – why? CY - the committee stipulated that the applicant have installed in any Commission purchased vehicle a stand-alone GPS system in order to keep the driver oriented and focused on their destination. TW - Any other questions? None.

A quorum of 9 Commissioners is present.

2. Motion: To approve the June 2018 distribution grid as submitted.

Motion by: Distribution committee **Second by:** RO

Vote: Approved unanimously.

Finance and Collections report:

LB – collections for FY2018 final of \$1,409,333 – down from the prior year by ~\$36K. Have provided DPH budget office with TBI grant budget. GM – did Atlanta Municipal Court ever remit due amounts? LB – no, not yet and they may not have the ability to do so.

Federal TBI grant:

CY – teleconference for grantees on August 2nd. The federal grantee workspace portal is not yet operational. Have entered the grant manager job description in NeoGov but it has yet to post...several at DPH have to sign off on the job.

New Business:

GM – “Betting Big on BIAG” will be the next fundraiser for BIAG. Will be held on August 4th – Dunwoody, GA. More details available on BSITF Facebook page.

The next Commission meeting will be on Thursday, August 23, 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 (GM/SK) at 11:33 a.m.