

Brain and Spinal Injury Trust Fund Commission

2 Peachtree St NW Suite 26-416 Atlanta, GA

Commission Meeting

November 15, 2018

DRAFT - Minutes

Commissioners attending in person:

Commissioners attending via teleconference:

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

Commissioners - Absent:

Barbara Means-Cheeley, Raj Gandy, Lisa Dawson, Andrew Dennison.

Staff:

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

Guests:

Jane Jackson (JJ).

Chairman's Reports

CY – A quorum of 11 Commissioners are present.

CJ – I call the meeting to order at 10:46 a.m. Any edits to the minutes from the previous meeting? None

A quorum of 9 Commissioners are present.

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

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

Vote: Approved unanimously.

Nominations:

CJ – we are accepting nominations 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.

CJ – I nominate Gwen McKee to serve a term as Vice-Chairman of the Commission. GM – I am happy to serve.

A quorum of 9 Commissioners are present.

Minutes taken by: CY

Minutes approved on:

2. Motion: to nominate and approve Gwen McKee for a term of one year as the BSITFC Vice-Chairman – beginning December 2018.

Motion by: CJ **Second by:** BB

Vote: Approved unanimously.

CJ – Thank you Gwen and congratulations. We will move to the Distribution report as some have limited time today.

Distribution committee:

TW – The applicant grid for November has 8 applicants with requests amounting to \$57,390. TW - Any questions? None

A quorum of 9 Commissioners are present.

3. Motion: To approve the November 2018 distribution grid.

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

Vote: Approved unanimously.

Executive committee updates:

CY – Kenisha Tait is our new TBI grant manager she begins on November 19, 2018.

- Waiting to execute the MOU with DHS for the TBI I&R support position (\$75K – part of the BSITF grant matching funds).

- In-patient CR mailing has been mailed 3,350 Georgians. Next will be a mailing for 20K+ for TBI ER patients from 2017.

2. 20th Anniversary was a success and we thank Bob Bauer and the 20th Anniversary committee for their efforts.

3. New Treasury accounts to replace the GEAP accounts have been created.

4. Atlanta Municipal court has been contacted by Hank Fielding. HF – they have not responded specifically to my letter – much of the delay due to the computer hacking of the City of Atlanta's information services.

Have sent Atlanta Municipal court our letter requesting they investigate why the Commission has received no remittances since February 2018.

Finance and Collections report:

LC – I sent out a revised spreadsheet with collections. For October (FY2019) collections were \$124,067. BB – we appear to be headed in a positive direction this year with our surcharge collections.

TBI Grant Update

CY – had two calls with ACL this week – good progress being made, they were happy with our PSA campaign products.

The next Commission meeting will be on Thursday, December 20, 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) at 11:05 a.m.