

**Brain and Spinal Injury Trust Fund Commission**  
2 Peachtree St NW Suite 26-416 Atlanta, GA  
Commission Meeting  
December 20, 2018

**Minutes**

**Commissioners attending in person:**

Chase Jones (CJ)

**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), Cheryl Harris (CH), Raj Gandy (RG), Andrew Dennison (AD).

**Commissioners - Absent:**

Barbara Means-Cheeley, Lisa Dawson,

**Staff:**

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

**Guests:**

Leona Rittenhouse

**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 November 2018 draft Commission minutes.

**Motion by:** BB **Second by:** GM

**Vote:** Approved unanimously.

CJ – We will move to the Distribution report as some have limited time today.

**Distribution committee:**

TW – The applicant grid for December has 8 applicants with requests amounting to \$70,730.00 TW - Any questions? AD – the cost of the exercise bike seems high – is this a Peloton? CY – Yes. DB – spoke with the wife of the applicant, who cycled competitively for years. He is now shut-in and this video aspect will help him feel that he is again riding with his peers. GM – the grant provides a critical social aspect that is currently missing in his life. The video component will

Minutes taken by: CY

Minutes approved on: 1-24-19

provide that. AD – is there a subscription required? TB – yes. DB – the applicant would pay for that.

A quorum of 11 Commissioners are present.

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

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

**Vote:** Approved unanimously.

**Executive committee updates:**

Updates by CY:

1. Kenisha Tait is our new TBI grant manager
  - Mailing to 20K+ for TBI ER patients from 2017 – grant funded mailing.
  - Prepared the six-month ACL TBI grant Performance Evaluation and will submit it today.
2. New Treasury accounts are created; the Treasury 2305 account will hold prior-year funds and \$2.7 million has been deposited in that account.
  - FY19 Budget amendment has been requested in the amount of \$717K. This includes funds for prior-year obligations, grant match, distribution grid enhancement and revenue shortfall replacement due to lesser surcharge collections in FY18.
3. Public Policy committee will meet in January and we need committee members if you have an interest. Also need members for the Appeals committee; we have an appeal we need to schedule in January.
4. Commission offices closed on December 24<sup>th</sup>, 25<sup>th</sup> and January 1<sup>st</sup>.

**Finance and Collections report:**

CH – the Finance committee met briefly on Tuesday December 18<sup>th</sup>. Reviewed current spending and new Treasury accounts, FY19 budget amendment.

LC – I sent out a revised spreadsheet with collections. For November (FY2019) collections were \$104,222, slightly below FY18. CY – for the first five months of FY19 we are up 6% in collections. We have yet to receive any remittances from Atlanta Municipal court and will resend request for status of these surcharges – none received since February 2018.

**Communication committee update:**

No meeting this month but considerable activity on the Annual Report – it is complete and will go to printing soon. Will distribute to the General Assembly mid-January.

**TBI Grant Update**

KT – had two calls with ACL this week and working with our Mentor States in the Advisory Board & Survivor workgroup. Have collected Advisory board orientation documents from Louisiana, Mississippi, Alabama, Florida (and Georgia) and sent on to the ACL TBI Technical Training Center. The Data and Sustainable Partnership workgroups will meet in January.

**The next Commission meeting will be on Thursday, January 24, 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 (CJ) at 11:06 a.m.**