

**Brain and Spinal Injury Trust Fund Commission**

2 Peachtree St NW Suite 26-426 Atlanta, GA

Commission Meeting

February 22, 2018

**Minutes**

**Commissioners attending in person:**

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

**Commissioners attending via teleconference:**

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

**Commissioners - Absent:**

Andrew Dennison

**Staff:**

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

**Guests:**

Claire Creech.

**Chairman's Reports**

CY – A quorum of 10 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 10 Commissioners are present.

**1. Motion:** to approve the January 2018 draft Commission minutes.

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

**Vote:** Approved unanimously.

CJ – As we have some Commissioners with other pressing meetings we will move to approve the distribution grid next.

**Distribution committee:**

TW – The applicant grid for February is \$59,000 approximately. Any questions concerning the grid? CJ – why was the grant for Lay4428 reduced by the distribution committee? CY – the committee reduced the grant as it was considered a top of the line product and a less costly item would provide the

Minutes taken by: CY

Minutes approved on: 3-22-18

same benefit. \$100 was also added to purchase safety equipment (helmet, pads). TW – other questions about the grid? None.

JW – how many on the waiting list? CY - There is no one on the waiting list currently.

CY – staff has 84 applications that are in various stages of completion. February and March calendar for the Commission meetings this year means there is one less week to process applications between the Commission meeting and the production of the Distribution committee grid. Staff has identified unsubmitted applicants and have been able to get 11 of the January unsubmitted application submitted.

A quorum of 9 Commissioners is present. RG left the meeting.

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

**Motion by:** Distribution committee **Second by:** GM.

**Vote:** Approved unanimously.

### **Executive committee:**

#### **Updates**

CJ – The new Federal TBI grant notice has been published. The Executive committee did not have time to review the grant as the FOA had not been published at the time of the meeting. Therefore there is no recommendation to the Commission regarding the grant. Craig and I have met preliminarily with OPB to determine if budget would be available to amend in to the FY2019 budget to cover the 2:1 match of up to \$75,000/yr. for the grant cycle of 3 years – total obligation of up to \$225,000 to be provided by the Commission. We have another call with OPB today at 1:00 p.m. We will also be contacting the Governor’s office to get the state lead agency letter that this grant requires from the Governor. We anticipate the grant application will include funding for TBI I&R, Central Registry expansion and a grant required staff FTE dedicated at least 50 percent to the grant management. This exceeds our authorized head count so OPB will have to give permission. Grant match can be used to provide the funding for the position.

GM – the Brain Injury Association may be able to assist with some of the matching funds for the grant and I would be able to take a request to the BIAG board for consideration.

CY – we will be requesting partners to provide “Letters of Collaboration” as specified by the grant. We will also be reaching out for other ideas for meeting the grant objectives and priorities. There will be a call next Tuesday with ACL TBI staff regarding grant purposes, stipulations and answer questions. The grant letter of intent is due by March 5, 2018.

SK leaves the meeting at 11:00 a.m.

BMC joins the meeting at 11:00 a.m.

BB – the Commission should send a letter of intent if we have all permissions in place.

A quorum of 9 Commissioners is present.

**Motion:** To authorize a Letter of Intent to Apply for the 2018 ACL TBI State Partnership grant pending necessary state approvals.

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

**Vote:** Unanimous

**Ad Hoc 20<sup>th</sup> Anniversary committee:**

BB – we have been looking at many venues and food and beverage costs. Many are quite high. The Old DeKalb Courthouse in Decatur has a reasonable rental cost but we would want to inspect for accessibility and size. Also waiting to hear if Shepherd Center is available. CY – the Capitol is also available. GM – has anyone approached Georgia Tech, they may have the kind of meeting space we need. BB – will look in to those facilities.

**Advisory committee:**

CC – the next Advisory committee meeting will be held this coming Monday February 26<sup>th</sup>. Agenda will include discussion of the TBI grant opportunity. The Children and Youth committee met last week and the Georgia Advocacy office discussed children with TBI in nursing homes – the number is small at five. March is Brain Injury Awareness month.

**Collections report:**

CY – collections for January 2018 were slightly higher than the same period last year. February looks to surpass last year with one week left in the month. CY – calendar year 2017 data for convictions for DUI and Reckless Driving were included in your meeting materials. You can see that DUI convictions were down 6.6 percent from last year. Reckless convictions down too but not statistically significant. Funds received from surcharges actually surpassed the prior year due to larger fines being levied apparently.

**Communications committee:**

DB – taking classes at GTA for website content strategist certification. Main message thus far: make your website content embrace your audience. If a person in crisis can successfully navigate your website to find what they need then anyone can – but know your audience.

**Public Policy committee:**

CY – Distracted Driving bill was adopted by the House committee and would now go to the Senate if it crosses over. SB407 directs that surcharge fines can be fixed at one hour of community service for each \$1 of fine that is levied. This would have a negative effect on surcharge revenue particularly on agencies low on the priority list. Various bills proposing surcharge increases or excise taxes by other agencies on the priority list.

**New Business:**

None.

The meeting was adjourned at 11:37 a.m. by motion (BB).

The next Commission meeting will be on Thursday, March 22, 2018 from 10:30 a.m. to 12:00 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-426.