

Brain and Spinal Injury Trust Fund Commission
2 Peachtree St NW Suite 26-426 Atlanta, GA
Commission Meeting
July 27, 2017

Minutes

Commissioners attending in person:

Chase Jones (CJ), Tim Wall (TW), Lisa Dawson (LD), Barbara Means-Cheeley (BMC), Susannah Kidwell (SK), Gwen McKee (GM), Rajaunnda Gandy (RJ).

Commissioners attending via teleconference:

Jane Warnock (JW), Andrew Dennison (AD), Randy Owens (RO), Hank Fielding (HF).

Commissioners - Absent:

Bob Bauer, Cheryl Harris.

Staff:

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

Guests:

Claire Creech - CHOA, Jane Jackson - BIAG, Waring Jackson, Robin Blount – GVRA.

Chairman's Reports

CY – A quorum of 10 Commissioners are present.

CJ – I call the meeting to order at 10:36 a.m. Welcome!

A quorum of 10 Commissioners are present.

1. Motion: to approve the June 2017 draft Commission minutes as submitted.

Motion by: GM **Second by:** TW

Vote: Unanimously approved.

BMC joins the meeting.

Executive committee:

CJ – the Executive committee reviewed the OMT scoring. FY17 applicants had more TBI than SCI applicants. Staff is recommending lowering the score to include more applications for consideration. We will open discussion later in the

meeting. Meeting scheduled with OPB for later today to discuss supplemental budget appropriation for FY2018. Also will discuss other pertinent topics.

CY – updates:

- 1. website on schedule expect to finish the end of August. We will use the "Friendly2" template for the website.
- 2. BIAG grant will be considered in the committee portion of our meeting.
- 3. There has been no word from the AG’s office on the Affidavit of Citizenship question or updates on the RSC demand letter, etc.
- 4. The FY2019 budget will be produced for the Commission’s consideration at the August meeting. The Finance committee will meet prior to this meeting to review the document.
- 5. DCA home mod contract was sent to DCA for signing. DCA requested increase of \$100 for each project (\$300 total fee for DCA). DCA is reviewing and expecting some other changes. Issues with length of time to complete projects. BMC – requiring ‘before and after’ photographs could be useful.
- 6. Budgeted distributions for FY2017 lagged, this was due to DCA home mod funds not being expended due to the prior year projects not being completed. Funds were also not properly displayed in database reports and we are auditing our awards to find discrepancies. Conservative allocation of budget was also a contributing factor. More funds can be amended in to the budget to augment distributions if the Commission wishes to do so.

Distribution committee:

TW – The applicant grid for July is \$80,000 approximately. Any questions concerning the grid? CJ – question regarding Way5682 for bicycle. TW – committee reduced request. Part of the award is to purchase a helmet. The award is in the Health and Wellness category as well as the gym membership. CJ – also a question regarding vehicle modifications. KZ – vehicles that are over 8 years old and/or over 100,000 miles must be certified as operable by an ASCE certified mechanic (applicant pays for the inspection). LD – we should be sure to update policy when product improvement occurs. TW – and other concerns? None.

A quorum of 11 Commissioners is present.

<p>2. Motion: To approve the July 2017 distribution grid as submitted. Motion by: Distribution committee Second by: SK. Vote: Approved unanimously.</p>

BIAG Grant application

CY – you have the draft deliverables regarding the request for an organizational grant for the Brain Injury Association of Georgia in the amount of \$8,000 to fund the costs of attending their September 2017 TBI Camp. JJ – funds will help provide for 4 days/3 nights at camp with multiple activities for campers that will assist with many skills building, recreation and respite. CY – the Commission has provided funding in the past. CJ – how many campers will attend? Due to funding only 30-40 adults over 18 will attend. SK – do children attend? CJ – not in the past.

3. Motion: To approve an organizational grant of \$8,000 to the Brain Injury Association of Georgia as stipulated in the grant contract.

Motion by: LD **Second by:** TW

Vote: Yes LD, TW, SK, CJ, RJ, BMC, RO, AD, JW, HF; **No** none; **Abstain** GM.
Motion Passes

Applicant – OMT scoring:

CY – Request that the Commission consider reducing the requirement of a 50 on the Outcome Measurement Testing Tool to a lower score of 40. This will assist in increasing the number of applicants qualified to receive a Trust Fund distribution. The handout provides the OMT breakdown from 2017 and the number of individuals (24) that would have qualified to apply if the score minimum was 40. General discussion ensued. LD – the OMT should be reviewed by staff every two years to ensure we understand how applicants are impacted by their current circumstances – this could uncover any new tool biases. AD – the current tool does a fair job of determining need.

SK – I would like to add to current motion of making the change from 50 to 40 to include making it retroactive to applications received at the beginning of the fiscal year (July 1, 2017).

A quorum of 11 Commissioners are present.

4. Motion: to reduce the Outcome Measurement Testing Tool score from 50 to 40 as a minimum to establish eligibility for tendering a grant application - effective date of July 1, 2017.

Motion by: GM **Second by:** LD

Vote: Approved unanimously.

Collections report:

LB – collections for FY2017 were up slightly compared to FY2016. Revenue was \$1,445,857 for 2017 compared with \$1,422,131 in 2016; a percentage change of 1.7%. Seven months in 2017 outpaced 2016 collections.

Communications committee:

CY – website development is on schedule. CC – the Children and Youth committee has produced 8 webinar segments on TBI in school-age children that will be uploaded to the Commissions’ YouTube channel when the new website is complete. A big thanks to the Committee members for their hard work and to Paige Havens for getting these videos produced for us.

New Business:

JJ – don’t forget BIAG’s fundraiser to be held on July 29th. Commissioners are invited to attend Camp BIAG in September.

CJ – We will break for lunch and hope you all will be able to attend the budget and finance review following lunch.

The Commission meeting is adjourned by motion at 11:53 a.m.

The budget and finance review was concluded at 2:19 p.m.

The next Commission meeting will be on Thursday – August 24, 2017 from 10:30 a.m. to 12:00 p.m. at the Commission offices at 2 Peachtree St NW Suite 26-426