

Brain and Spinal Injury Trust Fund Commission

2 Peachtree St NW Suite 26-426 Atlanta, GA

Commission Meeting

September 27, 2018

DRAFT - Minutes

Commissioners attending in person:

Hank Fielding (HF), Cheryl Harris (CH), (BMC), Lisa Dawson (LD).

Commissioners attending via teleconference:

Chase Jones (CJ), Jane Warnock (JW), Randy Owens (RO), Gwen McKee (GM), Susannah Kidwell (SK), Andrew Dennison (AD), Bob Bauer (BB),

Commissioners - Absent:

Barbara Means-Cheeley, Tim Wall, Raj Gandy.

Staff:

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

Guests:

Jane Jackson

Chairman's Reports

CY – We have several Commissioners who have other meetings at 11:00 so we need to address the Quorum items first.

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 August 2018 draft Commission minutes.

Motion by: BB **Second by:** RO

Vote: Approved unanimously.

Lisa Dawson joins the meeting.

Distribution committee:

CY – The applicant grid for September has 16 applicants with requests amounting to \$106,134.10 . The committee recommends reducing a request for eye-glasses from \$1,321.60 to \$675.00 for a total of \$105,487.50 . CY - Any questions? None.

Minutes taken by: CY

Minutes approved on:

A quorum of 10 Commissioners is present.

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

Motion by: Distribution committee **Second by:** HF & GM

Vote: Approved unanimously.

Executive committee:

CJ – the Executive committee met last week – items of note, reposting of the TBI grant manager position. CY – we have 4 new candidates and interviews scheduled for October 11, 2018. Cheryl, Leslie and I will interview.

The MOU for DCA home mods is ready for signature, DCA will need to return FY18 unspent funds before we sign...Leslie will invoice DCA for \$50,000 in unspent funds. Central Registry mailing for in-patient data set will likely go out next week.

CJ – will be signing the requisitions for new Treasury accounts to replace the GEAP accounts.

The PSA aired for TBI awareness of GBP last evening. Is there a link to the video? CY – not yet. LD – Youtube channel would be one site to place the ad.

SK leaves the meeting. A quorum is still present.

20th Anniversary committee:

BB – meeting with Shepherd to get the last details ironed out regarding the facility, parking, etc. Gusto will be our lunch vendor. We are making good progress on finalizing the event preparations.

CY – 175 invited; 70 have responded yes. Will send out Evite one more time.

Finance and Collections report:

LB – collections for August (FY2019) were \$107,876. On track for September.

CJ – Craig will be sending a letter on inquiry to Atlanta Municipal Court; have sent no remittances since February 2018. HF – you should send the letter to the Chief Judge.

LD leaves the meeting at 11:04 a.m. There is no quorum.

The next Commission meeting will be on Thursday, October 25, 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 (BB) at 11:05 a.m. due to lack of quorum.