

*Commonwealth Neurotrauma Initiative (CNI) Trust Fund
DRAFT Meeting Minutes
June 5, 2009*

Members Present

Terry Glenn	VA Department of Corrections, Richmond
Gregory Helm, M.D., Ph.D.	University of Virginia Medical Center, Charlottesville
Page Melton	Caregiver, Richmond
Teresa Poole	Lakeview Blue Ridge, Blacksburg
David Reid, Psy.D., Chair	Augusta Psychological Associates, Waynesboro
Jim Rothrock (<i>Ex-officio</i>)	VA Department of Rehabilitative Services, Richmond (<i>Commissioner Rothrock participated via speaker phone</i>)

Members Absent

Doug Harris, J.D.	VA Department of Health (Commissioner's Designee), Richmond
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Staff

Patti Goodall	VA Department of Rehabilitative Services, CNI Program Staff
Kristie Chamberlain	VA Department of Rehabilitative Services, CNI Program Staff

The Commonwealth Neurotrauma Initiative (CNI) Trust Fund Advisory Board met for a regular quarterly business meeting at The NewWell Fund at 1602 Rolling Hills Drive, Suit 107 (Newell Fund) Richmond, VA. David Reid, Psy.D., Chair, convened the meeting at 10:17 a.m..

Page Melton read an email from Doug Harris sending his regrets for missing the meeting and his support of the Board's decision in determining who to fund in the next round of option B grants.

Public Comment Period

A public comment period was held at 10:18 a.m. No public comments were made.

Approval of March 6, 2009 Minutes

Minutes from the March 6 meeting were approved with staff making the noted changes on page 3 under Community Based Colloquium. Commissioner Rothrock moved to accept the March 6, 2009 meeting minutes with noted amendments; Terry Glenn seconded. The motion passed unanimously.

Approval of June 5 2009 Agenda

The meeting agenda for June 5, 2009 was approved with the addition of "reappointments" added under "new business." Page Melton moved to accept the agenda with the amendment; Terry Glenn seconded. The motion passed unanimously.

Update from Commissioner Rothrock

- The Commonwealth is looking at adding services for Virginia's "wounded warriors" who are returning from combat in Iraq and Afghanistan, and the General Assembly passed

legislation appropriating several million dollars was placed within the Department of Veterans Services (DVS) as the “Wounded Warrior Initiative.” Five grants were awarded to five (5) Community Services Boards (CSBs) consortia across the State, to provide services and training to Virginia’s “wounded warriors” and their family members. To address issues of mental/behavioral health (particularly posttraumatic stress disorder) and brain injury (typically a concussive injury caused by exposure to explosive devices), the legislation directed that DVS work with the Department of Mental Health, Mental Retardation, and Substance Abuse Services (DMHMRSAS – now known as the Department of Behavioral Health and Developmental Services or DBHDS). The grants were awarded this spring and three regional coordinators will be working across the Commonwealth with the new grantees. There are not large numbers of veterans in our current state systems because most are still attached to the military and access services through the Department of Defense or Veterans Administration; however, many issues may appear later, including impact on families.

- Woodrow Wilson Rehabilitation Center (WWRC): Drs. Capps and Luck held a pre-bid conference on Monday for their Commonwealth Neurotrauma Initiative (CNI) Trust Fund grant to establish a specialized substance abuse treatment center for people with spinal cord injury and brain injury. Two potential vendors attended the conference. One is a national firm and one was the Valley Community Services Board. Proposals are due by July 1.
- DRS and its advisory group, the Virginia Brain Injury Council, in partnership with the Brain Injury Association of Virginia, is sponsoring a “*Brain Injury: Report Out Day*” on July 24 at the Science Museum of Virginia from 10:00 a.m. to 3:00 p.m. This meeting will include an update on the progress made in brain injury services in the Commonwealth through the establishment of a network of services to meet the needs of Virginians with brain injuries, particularly our soldiers and returning veterans, while also noting several areas in which improvements are still needed. The agenda will include opening remarks by Virginia’s Secretary of Health and Human Resources, Marilyn Tavenner, as well as a presentation by nationally recognized expert Tina Trudel, Ph.D., Chief Operating Officer of Lakeview NeuroCare, on “Post Traumatic Stress Disorder (PTSD) and Brain Injury.” The Virginia Brain Injury Council will introduce its *Brain Injury State Action Plan for 2009-2013*, followed by a roundtable discussion of the accomplishments and challenges faced by state agencies that serve this growing population. The meeting will also honor two members of the General Assembly, Del. Kirk Cox and Del. Phil Hamilton, for their leadership and advocacy for Brain Injury efforts, particularly as Veterans are involved.
- Congress and President Obama passed an economic stimulus package, for which Virginia applied. DRS will receive \$10 million to serve new clients who are considered to be “the most significantly disabled” and VR will also be able to open the wait list for new consumers to receive services as of May 1, 2009 (\$3.7). Each year DRS puts 4,000 people to work in competitive employment in stable jobs. Right now, that figure is reduced by 50% due to the economy.
- DRS is funding \$100,000 at WWRC to bring in youth with disabilities for life skills and transition evaluation and is also bringing on more staff to assist in those areas. DRS is holding \$3.5 million for the short term and in October 2009 will re-deploy those funds. DRS also invited all Employment Services Organizations (ESO’s) to submit proposals

for up to \$50,000 to buy equipment to create jobs for disabled individuals (vans, lawnmowers, packaging, document destruction equipment, etc.).

- Disability Determination Services (DDS) also received economic stimulus money - approximately \$4.5 million – allowing new analyst positions to be filled in Richmond and elsewhere.

Financial Report

Kristie Chamberlain, staff to the Advisory Board, provided an overview of the CNI Trust Fund finances. Since its inception in 1998 through May 31, 2009 total revenue into the Fund is \$13,873,742.02. The Trust Fund has awarded \$15,179,483.30 in grant awards and used \$516,357.02 in administrative services since July 2003. The Fund currently has an obligated balance of \$1,305,741.28 (revenue minus encumbered funds for grant awards), with an available balance of \$835,488.32 (revenue minus expenditures). The monthly revenue into the Fund is currently averaging about \$99,000. Staff was notified on June 4, 2009 that the Virginia Department of Budgets and Planning (DPB) would be taking \$18,625 from the CNI Trust Fund per Section 3-101F, Ch781 (2009 Act), which allows the State Comptroller to transfer funds from respective agencies to the State's General Fund for expenses incurred by central service agencies that provide administrative, processing, and financial duties for the state agencies.

Reappointments

Board members were notified of reappointment status prior to the June 5, 2009 meeting. David Reid, Psy.D.; Terry Glenn and Teresa Poole were all reappointed to serve their second and final four-year term expiring June 30, 2013. Commissioner Rothrock congratulated the members on their reappointments.

Review of CNI RFP 09-228 Proposals

Kristie Chamberlain and Patti Goodall reviewed all of the grant proposals that had been submitted in response to the CNI Trust Fund Request For Proposals #09-228 under the "Community Based Programs / Services" category. Written information was provided to Board members, including full proposals for review during the meeting. Patti Goodall and Kristie Chamberlain summarized each proposal and provided the review panel's scores and comments for each. They also answered questions from Board members.

Jim Rothrock made a motion to accept all of the submitted proposals as a block to allow the Board to then determine whether a proposal was "included" or "excluded" from the block of eligible proposals, based on the Board's discussion and final vote on them individually. Teresa Poole seconded. The motion passed unanimously. *Jim Rothrock abstained from voting on all of the applications for RFP 09-228.*

The following grant proposals were awarded funding by the CNI Board, following thorough review, discussion, and points of negotiation for each:

- 1. David Reid, Psy.D, made a motion to remove University of Virginia, "*Development and Feasibility of an Internet Intervention to Treat Insomnia among Survivors of Traumatic Brain Injury*" from the block to be considered for funding. Terry Glenn seconded. The motion passed unanimously.**

2. Terry Glenn made a motion to remove Virginia Commonwealth University-Physical Medicine and Rehabilitation, “Virginia Vocational Transitions Individual Program” from the block to be considered for funding. Teresa Poole seconded. The motion passed unanimously.
3. Page Melton, made a motion to remove The Partnership for People with Disabilities/School of Social Work, Virginia Commonwealth University, “*STOP (Support Through Online Programs): At the Intersection of Domestic Violence & Brain Injury*” from the block to be considered for funding. Terry Glenn seconded. The motion passed unanimously.
4. Gregory Helm, MD, Ph.D., made a motion to remove the National Rehabilitation & Rediscovery Foundation, Inc., “*Community-based rehabilitative services program for individuals experiencing traumatic brain injury: Developing and Validating a Community-Based Assessment Tool for the Hope Project*” from the block to be considered for funding. Terry Glenn seconded. The motion passed unanimously.
5. Gregory Helm, MD, Ph.D., made a motion to remove the Wintergreen Adaptive Sports “*The Re-integration of People with Recent Spinal Cord Injuries through Wintergreen Adaptive Sports Adaptive Competition Team*” from the block to be considered for funding. Discussion ensued. Terry Glenn seconded. The motion passed unanimously.
6. Page Melton made a motion to include the following applicants in the block to be considered for funding:
 - Virginia Assistive Technology System/Dept. of Rehabilitative Services: “*Widening the NET: Increasing Capacity of Virginia’s Assistive Technology Reuse Program*”
 - University of Virginia: “*Development and Feasibility of an Internet Intervention to Prevent Pressure Ulcers in Adults with Spinal Cord Injury*”
 - The Partnership for People with Disabilities/Virginia Commonwealth University: “*Common Ground: Linking Wounded Warriors and Community Support Providers*”
 - Brain Injury Services of Southwest Virginia: “*Life skills Training: A Path to Independence*”
 - Brain Injury Resource & Development Center, Inc. : “*Expansion of Services Provided by the Phoenix Star Clubhouse*”
 - Crossroads to Brain Injury Recovery, Inc.: “*Putting Our Heads Together for Brain Injury*”
 - Brain Injury Association of Virginia: “*Transforming Information, Outreach & Support Services*”
 - Rehabilitation Research & Training Center/Virginia Commonwealth University: “*Preparing Veterans with SCI and Postsecondary Education: Development and Implementation of a Mobile Supported Education Model*”
 - Neurological Expert Therapies, LLC “*Home & Community-Based Smart Environment Solutions for People with SCI & Acquired BI*”

Gregory Helm, MD, Ph.D., seconded the motion. The motion passed unanimously.

Gregory Helm, MD, Ph.D. made a motion to rescure the Neurological Expert Therapies, LLC proposal “*Home & Community-Based Smart Environment Solutions for People with SCI & Acquired BI*” due to disagreement with the Review Committee’s initial score. Page Melton seconded the motion. The motion passed unanimously.

Page Melton made a motion to remove the Neurological Expert Therapies, LLC proposal “*Home & Community-Based Smart Environment Solutions for People with SCI & Acquired BI*” after review of the rescure total from the block to be considered for funding. Gregory Helm, MD, Ph.D. seconded. The motion passed unanimously.

Page Melton made a motion to fund \$386,574/3 years to the University of Virginia: “*Development and Feasibility of an Internet Intervention to Prevent Pressure Ulcers in Adults with Spinal Cord Injury*” with staff first reviewing the recommendations made by the review committee and the Board. Gregory Helm, MD, Ph.D. seconded the motion. The motion passed unanimously.

Teresa Poole made a motion to fund \$416,220/3 years to Virginia Assistive Technology System/Dept. of Rehabilitative Services: “*Widening the NET: Increasing Capacity of Virginia’s Assistive Technology Reuse Program*”. Terry Glenn seconded the motion. The motion passed unanimously.

Terry Glenn made a motion to fund \$398,700/3 years to The Partnership for People with Disabilities/Virginia Commonwealth University: “*Common Ground: Linking Wounded Warriors and Community Support Providers*” with staff reviewing the recommendations made by the review committee and the Board. Page Melton seconded the motion. The motion passed unanimously.

Gregory Helm, MD, Ph.D. made a motion to fund \$408,080/3 years to Brain Injury Services of Southwest Virginia: “*Life skills Training: A Path to Independence*” with staff reviewing the recommendations made by the review committee and the Board. Discussion ensued. David Reid, Psy.D. seconded the motion. The motion passed unanimously.

David Reid, Psy.D. made a motion to discuss the Brain Injury Resource & Development Center, Inc. : “*Expansion of Services Provided by the Phoenix Star Clubhouse*” Gregory Helm, MD, Ph.D. seconded the motion. The motion passed unanimously.

Terry Glenn made a motion to fund \$222,443 to the Brain Injury Resource and Development Center “*Expansion of Services Provided by the Phoenix Star Clubhouse*” with staff reviewing the recommendations made by the review committee and the Board. Teresa Poole seconded the motion. The motion passed unanimously.

Terry Glenn made a motion to fund \$267,240/3 years to Crossroads to Brain Injury Recovery, Inc.: “*Putting our Heads Together for Brain Injury*” with staff reviewing the recommendations made by the review committee and the board. Teresa Poole seconded the motion. The motion passed unanimously.

David Reid, Psy.D., made a motion to fund \$268,290/3 years to Brain Injury Association of Virginia “*Transforming Information, Outreach and Support Services*” with staff reviewing the recommendations made by the review committee and the Board. Teresa Poole abstained from this vote. Page Melton seconded the motion. The motion passed unanimously.

Teresa Poole made a motion to fund \$445,060/3 years to the Rehabilitation Research & Training Center/Virginia Commonwealth University: “*Preparing Veterans with SCI and Postsecondary Education: Development and Implementation of a Mobile Supported Education Model*” with staff reviewing the recommendations made by the review committee and the Board. David Reid, Psy.D. seconded the motion. The motion passed unanimously.

Future Meeting Dates

- Thursday, September 17, 2009 –
 - 9:00 a.m. to 10:00 a.m. Board Meeting, Science Museum of Virginia , Richmond
 - Discussion of the possibility of issuing a neurobehavioral solicited RFP on agenda
 - 10:00 a.m. CNI Option B Grants Colloquium, Science Museum of Virginia
- Friday, December 4, 2009 - The NewWell Fund, Suite 107 (Forest Office Park), Richmond
- Friday, March 5, 2010-Woodrow Wilson Rehabilitation Center, Fishersville
- Friday, June 4, 2010-DRS Central Office
- Friday, September 17, 2010- DRS Central Office
- Friday, December 3, 2010-DRS Central Office

Dr. Reid adjourned the meeting at 3:05 p.m.