

**Commonwealth Neurotrauma Initiative (CNI) Trust Fund
Meeting Minutes
March 6, 2009**

Members Present

Terry Glenn	VA Department of Corrections, Richmond
Doug Harris, J.D.	VA Department of Health (Commissioner's Designee), 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>)

Staff

Kristie Chamberlain	VA Department of Rehabilitative Services, CNI Program Staff
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Guests

Fred Capps, Ph.D.	Woodrow Wilson Rehabilitation Center
Mary-Margaret Cash	VA Department of Rehabilitative Services, CBS Division
Jodi Darring	University of Virginia School of Medicine
Richard Luck, Ph.D.	Woodrow Wilson Rehabilitation Center
Peter Patrick, Ph.D.	University of Virginia School of Medicine
Juanita Thornton	Brain Injury Resource & Development Center

The Commonwealth Neurotrauma Initiative (CNI) Trust Fund Advisory Board met for a regular quarterly business meeting in the Library of the Switzer Building at Woodrow Wilson Rehabilitation Center in Fishersville, VA. David Reid, Psy.D., Chair, convened the meeting at 10:02 a.m..

Public Comment Period

A public comment period was held at 10:03 a.m. No public comments were made.

Approval of December 5, 2008 Minutes

Minutes from the December 5 meeting were approved unanimously with no changes.

Approval of March 6, 2009 Agenda

The meeting agenda for March 6 was approved unanimously with no changes.

Presentation from UVA School of Medicine, CNI Grant #07-302-A

“Growth Hormone and Insulin Growth Factor 1 Deficiencies in Children/Adolescents Following Traumatic Brain Injury: The impact on growth/development and neuropsychological recovery”

Peter Patrick, Ph.D. and Jodi Darring of the University of Virginia School of Medicine reported that they are 19 months into the project and have enrolled 30 subjects in phases I and II. Recruitment has been a little difficult with total recruitment so far at 56 potential subjects. A

surprising side note to the recruitment is that it has been easier to find female participants that fit the criteria for this research project than males. Upon initial award of the CNI grant to UVA School of Medicine, Dr. Patrick was asked to provide an update on the progress of his grant to the Advisory Board toward the end of Year Two (prior to release of Year Three funds). **The Commissioner made a motion to release Year Three funds as originally requested and negotiated upon award of the grant; Teresa Poole seconded. The motion passed unanimously.**

Presentation from Woodrow Wilson Rehabilitation Center on CNI Grant #07-062

"Development of a Substance Abuse Program for Persons with Severe Neurotrauma"

Drs. Fred Capps and Richard Luck of Woodrow Wilson Rehabilitation Center presented an update on their grant to the Advisory Board. Dr. Luck shared that they were in a Request for Proposal (RFP) process to find a provider to partner with Woodrow Wilson Rehabilitation Center to keep the momentum of the project moving. The partner would conduct a pilot study (originally planned for Year Two) as part of their start-up activities, then building the program to full capacity. The residential program will likely be in a renovated temporary space in a dorm on the Woodrow Wilson Rehabilitation Center campus and gradually grow into a permanent space in Barnet Hall or the Switzer building. A licensing specialist from the Department of Mental Health, Mental Retardation, and Substance Abuse Services (DMHMRSAS) reviewed several options for the location of the program. Additionally, Dr. Luck reminded the Board that they sponsored a space study by outside consultants to get a global picture on the best location for housing the program. Dr. Reid, Chair of the CNI Advisory Board offered to be a part of the Review Panel for the RFP responses when they are due. Drs. Luck and Capps mentioned they will likely seek a no-cost extension to allow them to finish grant activities and that the request will be on its way in the coming months.

Presentation from the Brain Injury Resource & Development Center, CNI Grant#07-058

"Phoenix Star Clubhouse"

Juanita Thornton, Executive Director of the Brain Injury Resource and Development Center which operates Phoenix Star Clubhouse, requested time on the agenda to request a fourth year of funding for her CNI Grant (scheduled to end a three-year funding period on June 30, 2009) to sustain her grant program and allow the Clubhouse to add Employment Development Services (EDS) as a new program service. Ms. Thornton also reviewed other Virginia clubhouses' successes in the last year and attempts at securing funding to allow them to keep their doors open once the CNI grant funds have finished. The Board asked Ms. Thornton what she would do at the end of year four for funding. The Board thanked Ms. Thornton for her time. **Terry Glenn made a motion to not approve a fourth year of funding for Phoenix Star Clubhouse, requesting that Board staff remind Ms. Thornton there is a current opportunity to respond to an open Request For Proposals (RFP) #09-228 for CNI Trust Fund Option B-Community Rehabilitative Programs/Service funding. Doug Harris seconded the motion. The motion passed unanimously.** CNI grants are awarded for periods of one to three years and the Board felt it was not appropriate to fund an additional fourth year.

Comments from the Commissioner of DRS

The Commissioner provided an update on the impact of Virginia's Economic Stimulus funding. Early indications are that there will be significant increases in federal funds for DRS' two core federally funded programs — Vocational Rehabilitation (VR) and Disability Determination

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Services (DDS). It is likely that these two programs will see millions of short-term dollars injected into DRS over the next two years.

Tour of the “Smart House”, CNI Grant #08-201

The Board suspended the meeting in the Switzer building at 12:30 p.m. to drive over to the “Smart House” located in one of the cottages on the campus of the Woodrow Wilson Rehabilitation Center. They were met by Tony Gentry, Ph.D., director of the CNI-grant funded “Smart House” project, whose purpose is to examine how high and low technology hardware and software can be used to improve the safety, accessibility and independence of individuals in their residential setting. The “Smart Home” concept involved a close partnership between the VCU Department of Occupational Therapy and WWRC’s therapy staff. Dr. Gentry demonstrated how some of the software and hardware works in the home and answered questions from the Board. Dr. Gentry informed the Board he would be requesting a three (3) month no cost extension (original grant was scheduled to end March 30) to finish grant activities.

Financial Report

Kristie Chamberlain, staff to the Advisory Board, provided an overview of the CNI Trust Fund finances. Since its inception in 1998 through February 28, 2009 total revenue into the Fund is \$13,524,980.78. The Trust Fund has awarded \$14,731,756.30 in grant awards and used \$542,006.74 in administrative services since July, 2003. The Fund currently has an obligated balance of \$1,206,776.62 (revenue minus grant awards), with an available balance of \$1,007,125.42 (revenue minus expenditures). Staff noted that the monthly revenue into the Fund is currently averaging about \$94,000 which is runner lower compared to past years.

Community Based Grants Colloquium

At the September 2008 meeting, the Board requested that staff begin planning a CNI Community Grants Colloquium in 2009. At the December 5, 2008 meeting, the Board made a motion to postpone the Colloquium until Fall 2009. **Jim Rothrock made a motion to re-open the idea of a Community Colloquium and asked that staff begin planning it for Fall 2009; Page Melton seconded the motion. The motion passed unanimously.**

Future Meeting Dates

Staff reminded the Board of the meeting dates for 2009:

- Friday, June 12, 2009 - DRS Central Office, Richmond (the Board will review and award grant proposals during this meeting).
- Friday, September 18, 2009 - DRS Central Office, Richmond (this date may be changed to Fall Thursday, September 17, 2009 if a CNI Community Colloquium is held as noted above).
- Friday, December 4, 2009 - The NewWell Fund Conference Room (Forest Office Park), Richmond

Staff asked the Board if they would like to hold one meeting a year at Woodrow Wilson Rehabilitation Center in Fishersville and the Board responded favorably. The meeting dates and locations for 2010 will be provided at the next meeting.

Dr. Reid had to leave the meeting right at 1:00 p.m. so asked that Doug Harris adjourn in his place. **Doug Harris adjourned the meeting on behalf of David Reid, Psy.D., at 1:20 p.m.**

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