

Commonwealth Neurotrauma Initiative Trust Fund

Meeting Minutes September 22, 2006

Members Present

Terry Glenn	Department of Corrections, Richmond
Doug Harris, J.D.	State Health Commissioner Designee, Richmond
Gregory Helm, M.D., Ph.D.	University of Virginia Medical Center, Charlottesville
Teresa Poole	Lakeview Neurocare, Roanoke
David Reid, Psy.D., Chair	Comprehensive Health Systems, Fishersville
Jim Rothrock <i>(ex-officio)</i>	Department of Rehabilitative Services, Richmond

Members Absent

Richard Bendall, Jr., M.D. Monelison Family Physician, Lynchburg

Staff

Kristie Chamberlain	Department of Rehabilitative Services, CNI Program Administrator
Patti Goodall	Department of Rehabilitative Services, Brain Injury and Spinal Cord Injury Services

Guests

Tony Gentry, PhD, OTR/L Virginia Commonwealth University

The Commonwealth Neurotrauma Initiative (CNI) Advisory Board met for a regular quarterly business meeting at 8004 Franklin Farms Drive, conference room 101, in Richmond, Virginia. Dr. David Reid, Chair, convened the meeting at 9:12 a.m.

Public Comment Period

A public comment period was held. No public comments were offered.

Approval of June 28, 2006 Minutes

Commissioner Rothrock made a motion to approve the minutes of the June 28, 2006 meeting once the “Approval of the Agenda” date was corrected; Terry Glenn seconded; motion passed unanimously.

Approval of September 22, 2006 Agenda

Teresa Poole made a motion to approve the agenda of the September 22, 2006 agenda; Doug Harris seconded; motion passed unanimously.

Presentation from Tony Gentry, Virginia Commonwealth University

CNI Grant 03-213: Consortium for Handheld Technology

Dr. Gentry presented on the status of this grant, successes, delays etc. This grantee was awarded a no cost extension for 12 months (the contract finishes December 2006). The intent of the grant is to use handheld computers to improve functional performance of individuals with brain injury and autism. 50 participants projected at the start of the grant, end numbers are at 74! Dr. Gentry now has a lab and equipment and a lab assistant at VCU “Assistive Technology for Cognition Lab” (open house in fall '07) to allow for Consortium to continue their efforts past the end of the grant cycle. He explained they have avidly been searching for grant dollars to continue the program.

Fifty individuals across the Commonwealth are on the waiting list for the handheld technology project (Dr. Gentry receives about 5 calls/day and numerous emails asking for assistance). There were delays on the grant: PI changed; Fred Orelove took over as PI and IRB approval delays with the no cost extension award. Dr. Gentry reviewed criteria for the project, and explained that they increased their outreach statewide and are concentrating more on brain injury at the previous request of the Board (45 of 74 brain injury participants).

Dr. Gentry explained to the board that this is the first time anyone has ever reported a functional performance change with cognition and brain injury. He has given 56 presentations, as far away as CA. A training piece will be added to the website in the last quarter of the grant. They are currently investigating disability-specific software applications. www.vcu.edu/partnership/pda (this website will transfer to the OT department).

CNI Grant 05-309: PDA in the Workplace (funded under the Commissioner’s Authority)

VCU received a one year grant to work on PDAs in the workplace under the Commissioner’s Authority to fund research grants. They have received a 9 month no cost extension to finish the project due to delays in obtaining data. Dr. Gentry updated the Board that 22 individuals came to the workshop that was held several months ago. Lessons learned from this grant are that job coaching data took longer than anticipated. They also learned that PDA software can be successful for job coaches but there are glitches involved. Dr. Gentry built an online version of the workshop using all pieces of a PDA. The training online will be lasting when the project is finished. This training is ready to go online, working with Scott Frailey at DRS to distribute flyers.

Financial Report

Kristie Chamberlain provided a comprehensive overview of the CNI Trust Fund finances. Since its inception in 1998 through August 30, 2006, the Trust Fund has awarded \$12,209,176.11 in grant awards, and has expended \$297,742.42 on administrative services beginning in FY '03 through August 30, 2006. The fund currently has an obligated balance of \$1,730,067.04. The Trust Fund receives approximately \$105,000 per month. When new grant awards under Option-A RFP are funded, the Fund will continue to carry an “obligated” balance.

Award of New State Funded BI Contracts

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DRS was awarded funding for BI in Virginia: \$285,000 in the governor's budget to go toward expanding services and case management services in SW VA, \$150,000 to expand case management services ("spirit" came to Shenandoah Valley area) and \$725,000 for general BI services across the state. Alliance and Council identified underserved areas in the state for funding. DRS received 13 proposals; there are 7 applicants in negotiations with DRS Brain Injury and Spinal Cord Injury. Once negotiations are finished then they will post notice of award. Most of the proposals are for case management, regional resource coordination or a brain injury clubhouse program.

Review of Release Date for Option-A RFP

Discussion ensued on the next release date of an Option-A Research Request for Proposal (RFP).

Jim Rothrock made a motion that DRS release an Option A Request for Proposal in January of 2007 (staff to determine the exact date) with an effective date for operation of July 1, 2007. Terry Glenn seconded the motion. The motion passed unanimously.

Timeline:

Release- January 30, 2007

Due- March 30, 2007

Reviewers Score- April 6, 2007-May 11, 2007

Board meeting- May 25, 2007 (10 a.m. to 1 p.m.)

Staff Create Contracts/MOU's from May 25-June 30, 2007

Start date of July 1, 2007.

Review of Priorities for the Option-A RFP

The Board reviewed the possibility of including specific priorities in the Option-A RFP.

Discussion ensued. **Terry Glenn made a motion to keep the RFP open with no specific priorities, but to encourage grantees in the RFP to use the data obtained through CNI Funding to apply for NIH funding and to be sure the language in the RFP explains that having received funding in the last round does not preclude from applying and the Board respects the research that builds upon the body of work already done. Doug Harris seconded the motion. The motion passed unanimously.** The Board requested that staff be sure to state clearly that it does not preclude you from applying for this round of grant even if they have been funded in the past—noting that the Board will be much more stringent with repeat awards;

Discussion on the format for review of the Research proposals ensued. Dr. Helm requested that 3 reviewers (neurosurgeons) review ALL of the applications vs. the procedure in the past (one reviewer only reviews 1-2 proposals) if they are neurobehavioral. Discussion continued on the cost at \$150/proposal with 3 reviewers. Staff suggested that the Board allow staff to see the type of proposals received (MD level, PHD level etc.) and base the reviewers used on the content of the proposals once received.

The Board requested that Staff to the Board come up with a matrix to show reviewers what has been funded in the past via summaries of the past awards to send along with the applications.

To increase the variety of applications to the fund, Dr. Helm requested that CNI Staff obtain a faculty list from neurology, neurosurgery, neuroscience, physiology, neurocology (UVA,

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VCU & V. Tech). Dr. Reid also requested that staff look into a list of neuropsychologists in the Commonwealth.

Old Business

Discussion of 2nd Emily Couric Research Colloquium

The 2nd Emily Couric Research Colloquium was reviewed. Staff explained that evaluations were still coming in, but the overall feel from the colloquium was positive and the grantees felt honored to present before the Board. A past grantee who attended the colloquium suggested we look to host the colloquium on UVA or VCU's campus to increase research team attendance at the next research colloquium in two years.

A Community Grants Colloquium will look to be held in 2008.

Next Meeting Date:

Friday, December 8, 2006 from 10 a.m. to 1 p.m.

Dr. Reid, Chair adjourned the meeting at 10:56 a.m.