



Commonwealth Neurotrauma Initiative (CNI) Trust Fund Advisory Board

Meeting Minutes * June 10, 2011

Members Present

Terry Glenn	Department of Corrections, Richmond
Doug Harris, J.D.	Department of Health (Commissioner's Designee), Richmond
Gregory Helm, M.D., Ph.D.	University of Virginia Medical Center, Charlottesville
Page Melton	Family Member/Caregiver, Richmond
Teresa Poole	NeuroRestorative Virginia, Blacksburg
Jim Rothrock (<i>Ex-officio</i>)	Department of Rehabilitative Services, Richmond

Members Absent

David Reid, Psy.D., Chair	Augusta Psychological Associates, Waynesboro
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Staff

Mary-Margaret Cash	Department of Rehabilitative Services
Kristie Chamberlain	Department of Rehabilitative Services, CNI Program Staff
Patti Goodall, Ed.S., CBIST	Department of Rehabilitative Services, CNI Program Staff

Guests

Christine Baggini	Brain Injury Association of Virginia
Barclay Shephard	Department of Rehabilitative Services, Virginia Assistive Technology Services

The Commonwealth Neurotrauma Initiative (CNI) Trust Fund Advisory Board met for a regular quarterly business meeting at the Central Office of the Department of Rehabilitative Services in Richmond. Doug Harris served as Acting Chair in Dr. Reid's absence and convened the meeting at 10:06 a.m.

Public Comment Period

A public comment period was held; no public comment offered. Doug Harris requested that guests introduce themselves.

Approval of March 11, 2011 Meeting Minutes

The Commissioner made a motion to approve the meeting minutes from the March 11, 2011 meeting; Terry Glenn seconded the motion. The motion passed unanimously.

Approval of June 10, 2011 Agenda

The agenda was accepted as distributed.

CNI Grant:/DRS-Virginia Assistive Technology System: “Virginia Reuse Network”

Barclay Shephard from the DRS-Virginia Assistive Technology System (VATS) division provided a detailed update on the status of grant goals, objectives, accomplishments and opportunities for the future for their CNI Grant. Mr. Shepard informed the Board that the Network was established in November 2009, Woodrow Wilson became a formal partner in July 2010 and they have served 678 persons (21 were veterans) from November 2009 through April 30, 2011! Of those, 63 had a spinal cord injury (SCI) and 29 had a traumatic brain injury (TBI). They have successfully expanded into Richmond and South Hampton Roads and purchased all of the 5 HUBSCRUB units (Salem, Richmond, Fishersville, Winchester & Norfolk) as proposed in the grant application. They are hoping to expand into Northern Virginia, Southwest and the Eastern Shore in the near future. The Board thanked Mr. Shephard for attending and providing the lively update on the grant.

CNI Grant #10-171/Brain Injury Association of Virginia Virginia Grant Update

Christine Baggini updated the Board on their grant initiatives to date for the Brain Injury Association of Virginia’s “Transforming Information and Outreach and Support Services” grant. Ms. Baggini reviewed the year one and two accomplishments taking time to reflect on successes and challenges. She reflected on the program elements of the newly offered enhanced information and referral (EIR) program they have started. Ms. Baggini provided a comprehensive overview of their call system, length of time between injury and call and data from the support groups. Ms. Baggini also handed out one page resources created and purchased through the grant “Taking Care of Yourself” and “Taking Care of your Child”. The Board thanked her for attending and providing an update on their grant’s activities.

Financial Report: Kristie Chamberlain

Kristie Chamberlain, staff to the CNI Trust Fund Advisory Board, provided a review of the current financial status of the Fund. Since its inception in 1998 through February May 31, 2011, total revenue into the Fund has been \$16,196,851.99. The Trust Fund has awarded \$17,728,402.84 in grant awards (\$704,091.74 of which is in administrative services) since July 2003. The Fund currently has an obligated balance of \$1,531,550.85 (obligated funds equals revenue minus grant awards made to date). Staff reviewed the average monthly revenue collections from FY’99 through FY’10. Staff discussed again with the Board that the FY ’11 revenue into the Fund has continued to decrease at an alarming rate since August 2010 and is averaging about \$88,000 (down from an average of \$100,000 per month). An example of this is that the revenue for the month of June came in just before the meeting at \$85,970. Staff again reminded the Board that due to the sharp decline in monthly revenue, the Fund remains in a fragile fiscal situation.

Kristie Chamberlain reviewed that each grant had an eleven percent reduction in year three (July 1, 2011-June 30, 2012) of their grant awards and reviewed the financials for the total of those grant reductions. Staff informed the Board that each of the necessary reduction contract modifications had been completed and each grantee had an opportunity to amend their scope of services for year three as well as to review where they wanted to cut their budget. Staff has already received questions on if carryover will be allowed and has informed those who have asked that any carryover that is approved will not be available to spend until FY’13 through a no-cost extension per the decision made at the March board meeting.

Staff reviewed a no-cost extension request with the Board from a research grantee who was finishing a one year no-cost extension on their CNI Grant (year 3 technically ended for this grantee June 30, 2010 and they were approved a one-year no cost extension through June 30, 2011 to complete analysis and grant activities). The grantee was requesting an additional no cost extension because they realized at the end of May that a member of their team who left in January did not complete all the work they had anticipated would be completed. The Board reviewed the grant's reports and the no-cost extension request in detail taking into consideration the importance of allowing the grantee to produce a quality product. **Theresa Poole made a motion not to approve the request for a secondary no-cost extension at this time noting that the Board was eager to see the results of the research after the first approved no-cost extension expires. Gregory Helm, MD seconded the motion. The motion passed unanimously.**

Updates from the Department of Rehabilitative Services (DRS) Commissioner:

- Year to date, DDS has realized an increase in receipts of almost 20%; exceeded DRS clearances target by almost 10%; and accomplished this with 8% fewer staff as the SSA hiring freeze.
- Vocational Rehab is gaining some fiscal stability due to the Order of Selection. Shortly, DRS can project forward and plan effectively for dealing with the clients that are already on the rolls and look to the future with confidence that we can continue offering quality based services. The DRS waiting list is over 1000, and although funds are flat (so far), this shows the demand for services; DRS is still encouraging referral sources to continue referring their consumers.
- WWRC has been “right sizing” (lost some therapists etc.) however, despite this unfortunate time, continues to meet the 300 per day, 3000 per year goals.
- DRS, specifically the Community Based Services Division, recently became the “home” for the Office of Community Integration and the Community Integration Advisory Council (CIAC).
- Last May, DRS was coupled with the Department for the Aging to create a “blueprint for a livable community” under the direction of the Secretary of Health and Human Resources—Dr. Bill Hazel. A stakeholders group was convened and research began. A year later, have now launched this website: <http://vadrs.org/vblc/default.htm>. Marcia DuBois, a manager in Community Based Services, will be the point person on this BluePrint effort which will be ongoing.

Future Meeting Dates

Staff reviewed the future quarterly meeting dates with the Board members.

- Friday, September 16, 2011
- Friday, December 9, 2011

Doug Harris adjourned the meeting at 12:18 p.m.