

## *Commonwealth Neurotrauma Initiative Trust Fund*

**Meeting Minutes  
March 31, 2006**

### **Members Present**

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

### **Members Absent**

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

### **Staff**

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

### **Guests**

<b>Tera Yoder</b>	<b>The Partnership at Virginia Commonwealth University</b>
<b>Emily Helmboldt</b>	<b>The Partnership at Virginia Commonwealth University</b>
<b>Dr. Richard Luck</b>	<b>Woodrow Wilson Rehabilitation Center</b>
<b>Dr. Steven West</b>	<b>Woodrow Wilson Rehabilitation Center</b>

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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 10:03 a.m.

### **Public Comment Period**

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

### **Approval of December 9, 2005 Minutes**

**Doug Harris made a motion to approve the minutes of the December 9, 2005 meeting; Terry Glenn seconded the motion; the motion passed unanimously.**

### **Approval of March 31, 2006 Agenda**

**Commissioner Rothrock made a motion to approve the agenda of the March 31, 2006 agenda; Terry Glenn seconded the motion; the motion passed unanimously.**

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## **Positive Behavior Support (PBS)**

Tera Yoder and Emily Helmboldt from The Partnership for People with Disabilities at Virginia Commonwealth University (“The Partnership”), provided a brief description of Positive Behavior Support (PBS) and provided an update on the results of a training curriculum that was developed for PBS specialists as well as an endorsement / certification process to approve PBS providers in Virginia (for example, to individuals receiving services through a Medicaid Waiver; DRS Vocational Rehabilitation customers; individuals receiving services through DRS Community Based Services Division). Ms. Yoder said that it is a possibility that The Partnership would seek CNI grant funding for a PBS related project, but was not sure if it would be for the upcoming RFP.

## **Woodrow Wilson Rehabilitation Center (WWRC) Grant Report**

Drs. Richard Luck and Steven West presented to the Board on Woodrow Wilson Rehabilitation Center’s one year grant, *“A Rationale for examining the need for specialized treatment with co-existing substance use and physical/cognitive disabilities at the Woodrow Wilson Rehabilitation Center”* (funded under the Commissioner’s authority to fund research proposals). Drs. Luck and West reviewed the intent and outcomes of the funding: 1) to conduct a comprehensive review of professional literature to determine best practices; contact programs around the country to determine the need for services, 2) interview and survey providers to determine the needs of the population in Virginia, 3) determine how agencies may partner in providing services from screening to follow-up and 4) to determine the best model for delivery of these services. Dr. Luck reviewed the cost (about \$2.7 million) of renovating a current building on WWRC’s campus to serve as a residential substance abuse treatment center. During this presentation, Drs. Luck and West dialogued with the Board on the cost of providing such a service and what target population they would recommend for providing services initially (spinal cord injury and brain injury together or separating the two).

## **Update from Commissioner Rothrock**

**Commissioner Rothrock asked CNI Staff, Kristie Chamberlain to write a letter of commendation to Dr. Ward, previous CNI Board Chair, for being listed as one of Richmond’s Top Docs in the April issue of *Richmond* magazine in the area of pediatric neurosurgery.** Dr. Ward was one of the original board members and the first chair of the CNI Trust Fund Advisory Board.

Commissioner Rothrock reviewed the 2006 General Assembly (GA) outcomes:

1. A Trauma Center Bill passed to stream funding uses license reinstatement fees for funding but it is separate from CNI and does not affect CNI funding.
2. Brain Injury funding—house and senate are still miles apart on their budgets. It is projected there is anywhere from \$285,000 to upwards of \$800,000 for brain injury funding that is still in play in the budget. With this funding, DRS would do RFPs for contracts to develop brain injury programs / services in unserved and underserved areas of the state.
3. The Brain Injury Waiver was not passed by this year’s General Assembly. Chances are better for it to pass in two years versus next year.

4. There is money in Governor Kaine's budget for \$285,000 to go to Southwest Virginia for brain injury services. DRS would oversee the contract process for disbursement of these funds.
5. Significant additional funds will be going for autism services from the General Assembly this year.

Commissioner Rothrock revealed a one-day summit he is putting together for the fall of 2006 for all DRS regulated Boards/Councils. Dr. Reid, as Chair of the CNI Board will meet with 6-8 other DRS Advisory groups/councils in fall 2006 to discuss the purpose and responsibility of each council; possible partnerships; and the sharing of data /needs assessments to help in the planning for councils and networking opportunities.

### **Financial Report**

Kristie Chamberlain provided a comprehensive overview of the CNI Trust Fund finances. Since inception in 1998 through June 16, 2005, the Trust Fund has awarded \$9,732,279.56 in grant awards, and has expended \$260,333.75 on administrative services beginning in FY '03 through today's date. The fund is currently obligated by \$313,237.84. The Trust Fund is currently receiving about \$105,000 per month. Due to a slight decrease in monthly revenue, it is projected the fund will see an available balance by June 1, 2006.

### **Old Business**

#### **Review & Approval of Option-B Request for Proposal (RFP)**

Kristie Chamberlain and Patti Goodall reviewed a draft of the Request for Proposal (RFP) with Board members, highlighting key areas (point system for reviewing each proposal, funding priorities, length of time the proposal is released, definition of terms and reimbursement process) for discussion and review.

**Commissioner Rothrock made a motion to edit the draft RFP as proposed (with minor changes as discussed) and release the proposal in accordance with the VA Regulations as approved by the CNI Advisory Board. Terry Glenn seconded the motion. The motion passed unanimously.**

#### **Review of Timeline for Option A Request for Proposals (RFP) Release & Allowance of Stem Cell Research within Scope of Allowed Activity.**

Discussion on Stem Cell Research and the Option-A proposal to be released in the fall of 2006 was tabled for the June meeting.

#### **Next Meeting Dates**

The next meeting date will be in June 2006 (scheduled via e-mail) during which the Board will review and award grants from the Option-B Request For Proposal. A Research Colloquium has been scheduled for September 21, 2006.

**Dr. Reid, Chair adjourned the meeting at 1:00 p.m.**