



Commonwealth Neurotrauma Initiative (CNI) Trust Fund Advisory Board

Meeting Minutes * September 20, 2024 * 10:00 a.m. to 10:28 a.m. (Virtual)

Members participating In Person

- Joshua Sloan, Bankruptcy Analyst, Truist
- David Reid, PsyD, Neuropsychologist, Augusta Health
- Richard Bagby (Chair), Executive Director, United Spinal Association of Virginia

Virtually

- Heather Funkhouser Board, Virginia Department of Health

Staff

- Jacole Thomas (staff), CNI Trust Fund Program Specialist, DARS Brain Injury Services Coordination Unit

Guests

- Carolyn Turner, Director, DARS Office of Disability Programs, Division of Community Living
- Marcia DuBois, Deputy Commissioner, Division of Community Living

Welcome and Introductions

Richard Bagby, (Chair) called the meeting to order and roll call was taken. Quorum was met.

Adoption

By unanimous vote the following items were approved without changes:

- Adoption of September 20, 2024 meeting agenda
- June 21, 2024 meeting minutes
- July 19, 2024 meeting minutes

Public Comment

No public comments.

Bylaws

The CNI Advisory Board reviewed, approved, adopted and reaffirmed CNI's by laws. Josh Sloan raised the motion to accept, and David Reid seconded.

Electronic Meeting Policy

The CNI Advisory Board reviewed, approved, adopted and reaffirmed CNI's Electronic Meeting Policy. The revised Electronic Meeting policy contains three new requirements:

New Permission: Board members participating electronically in accordance with Permission #1 (Disability or Medical Condition) or Permission #2 (Caregiving), count towards the quorum as if physically present.

New Requirement: When audio-visual technology is available, a member of a Board shall, for purposes of a quorum, be considered absent from any portion of the meeting during which visual communication with the member is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails. Please be sure Board members participating electronically remain visually connected at all times to maintain a quorum.

12. New Requirement: An electronic meeting policy must be adopted annually.

Richard Bagby raised the motion to accept, and David Reid seconded.

Annual Chair and Vice Chair Votes

The Board voted to re-elect Richard Bagby, Chair and Josh Sloan_Vice Chair.

CNI Program Update

CNI Project Status	Project #	Duration	NCE	Total Award
1 VCU Peterson : "Immersive Virtual Reality and Noninvasive Spinal Stimulation to Promote Arm Function in Individuals with Tetraplegia"	CTR015716 (A262-90012)	11/18/21-9/30/2024	NCE denied	\$ 450,000
2 VCU Karmarkar : "Transitions and Disparities in Care and Outcomes (TDCO) for Neurotrauma"	CTR015716 (A262-90012)	11/18/21-9/30/2024	6 month NCE with max of \$67,000 to spend if all Funds were not spent by 9/30/24	\$ 449,415
3 VCU Ottens : "The Biofluid Peptidome for Novel Diagnostic and Prognostic Facilitation of TBI Care"	CTR015716 (A262-90012)	11/18/21-9/30/2024	1 year NCE approved, partially execute contract(waiting on DARS signature)	\$ 449,460
4 Sportable : "Developing and Testing the Efficacy of Targeted Wellness Training in Children and Adults with SCI, TBI and other Trauma-related Disability Participating in a Recreational Sports Program"	CTR015716 (A262-90012)	11/18/21-9/30/2024	Modification Fully executed	\$ 449,979
5 Anderson Music Therapy Services : "Music Therapy for TBI & SCI Survivors"	CTR010038	1/12/23 - 12/31/2025	n/a	\$ 325,760
6 Sportable : "Reducing Barriers to Participation in Adaptive Sports & Wellness Programs for Underserved Individuals with SCI and/or TBI to Enhance Health and Wellness."	CTR010039	1/12/23 - 12/31/2025	n/a	\$ 450,000
7 VCU Karmarkar : Addressing Discrimination in Access to Care to Achieve Equitable Health Outcomes for Individuals with Traumatic Brain Injury	28493-01	03/01/2024- 02/28/2027	Modification Fully executed	\$ 449,361
8 Healing Sounds : Utilizing expressive arts therapies to improve overall health goals and wellness through individualizing treatment goals while stimulating multiple areas of the brain.	28493-02	03/22/24-02/28/2027	Fully executed	\$ 407,760
9 Sheltering Arms Institute : Caregiver Assistance Program	28493-03	08/10/2024 -7/31/2026	Partially executed, waiting on SAI	\$ 275,450
10 Sportable : Growing Social Connection as a Protective Health Factor for People with SCI and/or TBI through Community Adaptive Sports, Recreation, and Wellness Programs	28493 - 04	03/22/24-02/28/2027	Fully executed	\$ 450,000
11 No Wrong Door : Virginia Access		8/1/21- 7/31/2024	1 year NCE approved	\$ 390,000
12 JMU : Brain Injury Needs and Resource Assessment	CTR028806	8/1/24-07/31/2026	Fully executed	\$ 259,979
				\$ 4,807,164

Financial Report

State Fiscal Year 2024 (July 1 2023 - June 30, 2024)													
CATEGORIES													
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	
CNI Beginning Balance	\$ 3,022,652.66	\$ 2,864,658.24	\$ 2,910,047.44	\$ 2,942,423.27	\$ 2,791,507.02	\$ 2,846,532.51	\$ 2,884,619.29	\$ 2,738,772.49	\$ 2,789,933.42	\$ 2,839,252.11	\$ 2,662,288.31	\$ 2,773,813.79	
Revenue	\$ 59,670.00	\$ 55,175.00	\$ 59,050.00	\$ 50,375.00	\$ 57,417.13	\$ 48,565.00	\$ 52,695.00	\$ 56,890.00	\$ 63,825.00	\$ 74,880.00	\$ 66,780.00	\$ 59,705.00	
Interest	\$ -	\$ -	\$ -	\$ 30,913.84	\$ -	\$ -	\$ 29,263.60	\$ -	\$ -	\$ -	\$ 29,852.17		
Credits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,357.50	\$ -	\$ -	\$ 13,130.07	\$ 15,426.13	\$ 52,237.65		
Grant Payments	\$ 214,053.25	\$ -	\$ 2,524.82	\$ 230,387.00	\$ -	\$ 5,000.00	\$ 214,780.75	\$ -	\$ 15,000.00	\$ 279,576.00	\$ 713.86	\$ 5,478.82	
Expenses	\$ 3,611.17	\$ 3,785.80	\$ 31,049.35	\$ 1,818.00	\$ 8,749.14	\$ 5,478.22	\$ 13,024.05	\$ 18,859.14	\$ 14,832.44	\$ 2,119.67	\$ 8,778.31	\$ 1,938.50	12,891.59
Administrative costs													
CNI Ending Balance	\$ 2,864,658.24	\$ 2,910,047.44	\$ 2,942,423.27	\$ 2,791,507.02	\$ 2,846,532.51	\$ 2,884,619.29	\$ 2,738,772.49	\$ 2,789,933.42	\$ 2,839,252.11	\$ 2,662,288.31	\$ 2,773,813.79	\$ 2,813,209.88	

Board Vacancies

Other Business

There were no other business items discussed.

The meeting was adjourned at 10:28 a.m.