

APPROVED
07.17.23



GEORGIA TRAUMA COMMISSION

Georgia Trauma Commission Budget Committee

May 23, 2023

Meeting Minutes

[Link to Meeting Documents and Attachments](#)

Zoom Meeting

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Dr. Regina Medeiros, Chair, GTC Secretary/Treasurer	
Dr. Dennis Ashley, GTC Chair	
Dr. James Dunne, GTC Vice-Chair	
Courtney Terwilliger, GTC Member	

OTHERS PRESENT	REPRESENTING
Elizabeth V. Atkins	Georgia Trauma Commission, Executive Director
Katie Hamilton	Georgia Trauma Commission, Finance Operations
Gabriela Saye	Georgia Trauma Commission, Executive Assistant

STANDING AGENDA ITEMS

CALL TO ORDER

A quorum was established at 5:00 PM on Tuesday, May 23, 2023, with four committee members present.

Dr. Regina Medeiros led the call with committee members to discuss key items that could not be voted on during the last call. They must carefully consider the FY2024 budget to present for the full commission vote.

FY 2023 FINAL REALLOCATION OF UNSPENT OPERATING FUNDS

Presented by Katie Hamilton

Katie Hamilton reviewed the FY2023 budget and the number of funds remaining to be reallocated (**ATTACHMENT A**).

- In FY2023, we were over budget in meeting expenses due to the ACS consult visit. We pulled the funds from contingency but kept the costs within the meeting line item.
- The commission per diems was over budget; more commission members are submitting per diems compared to last year.
- The main source of unspent funds comes from operations and system development.
 - Operations: We did not utilize the full contingency
 - System Development: Region 4 and Region 9 RTAC Coordinator positions were unassigned for most of the year.
- It does look like we overspent in the EMS budget, but it is the reallocation buckets for the AVLS equipment and maintenance.

- The amount of leftover funds is \$102,332.28. The amount will be split (\$51,166.14) between trauma centers and EMS 50/50 since Dr. Bulger, Prehospital Consultant initiative, \$30,000 placeholder was moved from system development to the EMS stakeholder budget.
 - Dr. Dunne advised ensuring Dr. Bulger’s contract should have deliverables outlined that provide us a benefit in return.

The committee discussed the current EMS budget and the amount GEMSA has leftover to spend for FY2023, about \$758,000. GEMSA has asked to extend their invoice deadline from July 31, 2023, to December 1, 2023. The committee advised against extending the deadline and offered a couple of solutions if GEMSA is unable to spend the full FY2023 funds by the deadline:

1. Unspent funds are returned to the state.
2. FY2024 GEMSA allocation is reduced by the amount of FY2023 unspent funds. The leftover funds can go into the EMS equipment grants or an EMS contingency bucket.

Courtney Terwilliger will discuss the concern with GEMSA and Liz Atkins, determine the amount GEMSA can spend by the FY 2023 deadline, and potentially reduce their FY 2024 budget by the amount that will be left over.

Dr. Medeiros advised that under the amendment, we do not need to take the FY2023 unspent reallocation funds to the Commission for approval.

GEORGIA TRAUMA FOUNDATION FY 2024 REQUEST

Presented By Dr. Regina Medeiros

During the April budget committee meeting, we made motions to require the Georgia Trauma Foundation to separate their expenditures from fundraising/grant and operations. In addition, we asked that they submit receipts with their invoices in FY 2024 rather than submitting a flat amount. Dr. Medeiros reminded the committee that a vote is still needed to approve the Georgia Trauma Foundations FY 2024 budget request (**ATTACHMENT B**), which asks for increased funds. The impact of the increase would cause a small deduction from the trauma centers.

The committee discussed concerns about the Georgia Trauma Foundation’s return on investment and the need to see fundraising funds. We can approve their request to increase their budget, but it does not guarantee future funding unless progress is made. Otherwise, they can anticipate a significant reduction in their budget in the future.

MOTION GTCNC BUDGET COMMITTEE 2023-05-01:

Motion to approve the Georgia Trauma Foundation FY2024 budget request, but the future amount of funding is contingent on progress over the next fiscal year.

MOTION BY: James Dunne

SECOND BY: Dennis Ashley

VOTING: James Dunne, Dennis Ashley, and Courtney Terwilliger are in favor of the motion.

ABSTAIN: Regina Medeiros

ACTION: The motion **PASSED** with no objections and one abstention.

FY 2024 BUDGET APPROVAL

Presented By Dr. Regina Medeiros and Katie Hamilton

The committee reviewed the proposed FY2024 budget (**ATTACHMENT C**):

- The items in red are unknown numbers because we don't get the actual amount until later. We have estimated those to the best of our knowledge.
- The left column is the FY2023 approved budget.
- The center column shows where we are for FY2023 through June 30; Used to determine the FY2024 budget.
- The right column is the proposed FY2024 budget.

The committee members discussed the following budget items:

- Additional meeting expenses were added to allow ACS stakeholder meetings to generate solutions from the report.
- The staff changes to .gov accounts will cause some changes in pricing, but we anticipate it will be lower than the .org emails.
- No changes to the RTACs.
- We hope we do not have to continue to pay for an attorney, but we will need some level of retainer for peer protection. We also plan to extend peer protection to the RTAC because we want regional data and have the RTAC do Performance Improvement.
- The MAG notation on the document states auto-renewal grant year one of three, but Dr. Medeiros advised it is year three of three and states we will have a conversation with MAG regarding the funding.
- The Georgia Trauma Foundation amount will be updated to their approved FY2024 budget, and the trauma center allocation will decrease by \$90,000.
- Any increase in operations and initiatives is deducted from trauma centers and EMS allocations.
- The committee considered discontinuing funding for new initiatives until we can find additional funding.

Before discussing options for FY 2024 trauma center allocations, Dr. Medeiros requested a motion to approve the FY 2024 full budget.

MOTION GTCNC BUDGET COMMITTEE 2023-05-02:
Motion to approve the FY 2024 Budget.

MOTION BY: Courtney Terwilliger

SECOND BY: James Dunne

VOTING: All members are in favor of the motion

ACTION: The motion **PASSED** with no objections and no abstentions

FY 2024 TRAUMA CENTER FUNDING

Presented By Dr. Regina Medeiros

The committee reviewed the different options for trauma center funding (**ATTACHMENT D**). Historically, we had a set number of trauma centers we provided funding, but now, several other centers have been active participants in the system. Those participating centers have been awarded one-time grants for the past two years to cover readiness and registry.

The committee members discussed the following trauma center funding allocation items:

- The trauma center allocations include the amount of AMC and Grady Burn for redistribution.
- We could still contract with centers that lose their verification only to cover their registry costs to ensure they continue to submit data and track their progress toward meeting the standard.

- You can see the impact of funding per center based on how many centers we decide to fund, about a 5% decrease per center.
- Grady's funds increased due to their high 2020 uncompensated care claims. It is not their readiness cost. We are still waiting for the final scrub from Warren Averett, but the numbers are tight, and we have very accurate data from it.

The committee reviewed the change in the trauma center invoice process for FY 2024, which changes from quarterly to bi-annual. The pain point of the change is that centers won't get their readiness costs until the end of the year to ensure everyone has met the thresholds. It was advised that centers submit their ACS VRC letter to the Commission by October 1st. We are giving registry payments regardless, so it protects us and doesn't overpay trauma centers that do not meet the standards. If a center loses verification during a cycle, they will not get the final payment of readiness and uncompensated care payment.

MOTION GTCNC BUDGET COMMITTEE 2023-05-03:
Motion to require trauma centers to present a verification letter from the ACS VRC by October 1st, consistent with the contract.

MOTION BY: Courtney Terwilliger
SECOND BY: James Dunne
VOTING: All members are in favor of the motion
ACTION: The motion **PASSED** with no objections and no abstentions

Dr. Medeiros revisited the trauma center distribution options (**ATTACHMENT D**) and asked committee members to decide on whether to bring additional trauma centers into the FY2024 allocation, the last column. The additional trauma centers are in bold.

The reason for the different amounts between centers is the difference in registry costs. The committee discussed the centers funded for web hosting but have not utilized the platform. It was decided to keep the funding as is for FY 2024. We can revisit the deduction of web-hosting funds in FY 2025.

The committee deliberated funding for trauma centers and the potential impact on legislative funding. A recommendation was made to discuss ways to articulate what we need to support the full system.

MOTION GTCNC BUDGET COMMITTEE 2023-05-04:
Motion to bring on all participating trauma centers into the funding as noted in column three on the proposal.

MOTION BY: James Dunne
SECOND BY: Courtney Terwilliger
VOTING: All members are in favor of the motion
ACTION: The motion **PASSED** with no objections and no abstentions

Liz reminded the committee the final numbers might change slightly.

Before adjournment, Dr. Dunne stated he would like to discuss further the repercussions of failing an ACS verification visit at a future meeting. If we pull their funding, they may not continue in the system. We must devise a plan and present it to the full Commission.

Liz Atkins also advised discussing adding a new committee member at the next budget meeting.

Courtney Terwilliger gave a brief update on the MARCH PAWS project. It is ongoing. We have invoiced 25% of the funds, most spent on the Lake Blackshear meeting. The rest we have spent on equipment. We will have a course date by this Thursday.

SUMMARY OF ACTION ITEMS & ADJOURNMENT

- The committee reviewed the FY2023 final reallocation funds to be split 50/50 between trauma centers and EMS (**ATTACHMENT A**)
- GEMSA Invoicing: The committee advised against extending the invoicing deadline and offered solutions if GEMSA cannot spend the full FY2023 funds. Courtney Terwilliger and Liz Atkins will connect with GEMSA to determine the amount GEMSA can spend by the FY 2023 deadline and advise of possible options.
- The committee approved: the Georgia Trauma Foundation FY2024 budget request, but the future amount of funding is contingent on progress over the next fiscal year (**ATTACHMENT B**)
- The committee approved: FY2024 Budget (**ATTACHMENT C**)
- The committee approved: require trauma centers present a verification letter from the ACS VRC by October 1st, consistent with the contract.
- The committee approved: bring on all participating trauma centers into the funding, as noted in column three of the proposal (**ATTACHMENT D**).
- Trauma center web hosting and lack of utilization will be revisited for the FY2025 budget.

SUGGESTIONS FOR UPCOMING AGENDA

- Develop a plan to demonstrate what we need to support the full trauma system.
- Develop a plan for trauma centers that lose verification and present to full Commission
- Adding a new budget committee member

MOTION GTCNC BUDGET COMMITTEE 2023-05-05: **Motion to adjourn**

MOTION BY: James Dunne

SECOND BY: Courtney Terwilliger

VOTING: All members are in favor of the motion

ACTION: The motion **PASSED** with no objections and no abstentions

The meeting adjourned at 6:45 PM

Minutes by G. Saye