

APPROVED
12.15.25



GEORGIA TRAUMA COMMISSION

Georgia Trauma Commission Finance & Budget Committee

September 15, 2025

Meeting Minutes

[Meeting Documents Link](#)

Zoom Meeting

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Dr. Dennis Ashley, GTC Chair	Pete Quinones, Chair, GTC Secretary/Treasurer
Dr. James Dunne, GTC Member	
Courtney Terwilliger, GTC Member	
Jesse Gibson, Northeast Georgia Medical Center	

OTHERS PRESENT	REPRESENTING
Elizabeth Atkins	GTC, Executive Director
Katie Vaughan	GTC, Finance Operations Officer
Gabriela Saye	GTC, Business Operations Mgr

CALL TO ORDER

The meeting began at 3:30 PM on Monday, September 15, with four committee members present.

Elizabeth Atkins opened the meeting, confirming a quorum. Pete Quinones is absent due to a travel conflict. She proposed focusing on the required Committee approvals.

STRIVE GRANT

Presented by Elizabeth Atkins

Elizabeth Atkins referenced the grant proposal received by Piedmont Columbus Regional, a Level II Trauma Center (**ATTACHMENT A**).

STRIVE Grant Background:

- A workgroup previously considered whether funding could support centers facing ACS “no verification” outcomes.
- The center has struggled to achieve verification and has not received readiness or uncompensated care funding for three consecutive years.
- This grant aims to help support the center in achieving ACS verification.

Grant Proposal:

- Request for \$73,000 to fund:
 - Trauma consultant services for assessment, gap analysis, and targeted recommendations.
 - TOPIC course to facilitate understanding of ACS requirements.
 - OPTIMAL Course to improve process improvement skills.

Committee members discussed the proposal, and the following concerns were addressed.

- The proposal was directly submitted by the facility to match their specific needs.
- The facility signatory, typically C-suite, must sign the final grant agreement.
- The Level II Trauma Center has never been verified.
- Once the proposal is approved, the Georgia Trauma Commission will draft a formal grant agreement.

With no further comments, Elizabeth Atkins requested a motion to approve the proposal.

MOTION GTCNC FINANCE COMMITTEE 2025-09-01:

Motion to approve the Piedmont Columbus STRIVE grant proposal, \$73,000.

MOTION BY: Jesse Gibson

SECOND BY: James Dunne

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions.

APPROVAL OF MEETING MINUTES

Presented by Elizabeth Atkins

Elizabeth Atkins requested a motion to approve the July 21st meeting minutes.

MOTION GTCNC FINANCE COMMITTEE 2025-09-02:

Motion to approve July 21, 2025, meeting minutes as submitted

MOTION BY: James Dunne

SECOND BY: Courtney Terwilliger

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions.

SUMMER 2026 MEETING VENUE CONTRACT

Presented by Elizabeth Atkins

Elizabeth Atkins noted that the Committee will approve the logistics and budget for the Summer 2026 GQIP and Commission meeting. The larger meeting will now be held in August instead of February. Due to venue availability and contracting timelines, an earlier decision is needed to secure a meeting space.

The proposed venue is Jekyll Island Resort (**ATTACHMENT B**), and the schedule includes Commission Committee meetings and the bi-annual GQIP meeting. The total anticipated cost noted on the contract (venue contract minimum) is \$59,250.00.

Gabby Saye mentioned that the anticipated contract revenue includes the total guest room costs from the room block, \$29,850.00; however, meeting attendees cover those costs as they are responsible for their own room expenses. The Commission only covers guest room expenses for internal staff and keynote speakers. Gabby emphasized that the guest room costs are included in venue contracts to ensure liability for room consumption. It was noted that the Commission has not paid for unused rooms due to conservative room blocks. Excluding the total cost of guest rooms, the estimated cost within the venue contract is \$30,000 - \$35,000. It was noted that the venue contract cost does not cover all meeting expenses. The usual budget for large meetings is \$65,700, which includes AV support, catering, keynote speakers, and supplies.

MOTION GTCNC FINANCE COMMITTEE 2025-09-03:

Motion to approve the August 2026 meeting venue contract

MOTION BY: James Dunne

SECOND BY: Jesse Gibson

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions.

REHAB ANALYSIS PROPOSAL

Presented by Elizabeth Atkins

We have received a new proposal to expand the rehabilitation data analysis (**ATTACHMENT C**). The proposal includes:

- 10% FTE buy-down (salary only, no fringe)
- Travel expenses for meeting participation
- Publication expense for open-access

The data analysis will include geospatial mapping and delve deeper into patient discharge pathways.

Committee members discussed the proposal, and the following concerns were addressed.

- The publication fee is high due to targeting open-access options to ensure accessibility to all, rather than subscription-based access.
- Confirmed this will be a one-time study cost
- The proposal does not include the time for the definitive care study project. Dr. Anderson's participation is approved; a contract amendment can be initiated to include the additional project scope.

MOTION GTCNC FINANCE COMMITTEE 2025-09-04:

Motion to approve the one-time rehab analysis proposal, \$25,145.

MOTION BY: James Dunne

SECOND BY: Jesse Gibson

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions.

PHOEBE PUTNEY REGISTRY FUNDING

Presented by Elizabeth Atkins

Phoebe Putney is a state-designated Level II Trauma Center pursuing ACS verification. The center previously received one-time readiness grant support with FY 2024 funding. Elizabeth Aktins proposed continuing to fund registry costs as the center pursues ACS verification, with a site visit scheduled for August 2026. It was noted that other trauma and burn centers continued to receive registry funding during a lapse in verification.

Committee members confirmed that registry funding aligns with past practices. They emphasized that the center's data is vital, as it is located in a rural area.

MOTION GTCNC FINANCE COMMITTEE 2025-09-05:

Motion to approve to support Phoebe Putney's registry funding

MOTION BY: James Dunne

SECOND BY: Jesse Gibson

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions.

CLOSING REMARKS

Presented by Elizabeth Atkins

Elizabeth Atkins noted that the remaining standing/review items will be deferred until the next meeting.

SUMMARY OF ACTION ITEMS & ADJOURNMENT

- Committee members reviewed and approved the Piedmont Columbus STRIVE grant proposal, \$73,000. (**ATTACHMENT A**).
- Committee members reviewed and approved the August 2026 meeting venue contract, Jekyll Island Club Resort (**ATTACHMENT B**).
- Committee members reviewed and approved the one-time Rehab Analysis proposal, \$25,145. (**ATTACHMENT C**).
- Committee members approved to support Phoebe Putney’s registry funding.

Meeting adjourned at 4:00 PM.

Meeting minutes respectfully submitted by Gabriela Saye