

**APPROVED**  
**05.05.25**



# GEORGIA TRAUMA COMMISSION

## Georgia Trauma Commission Finance & Budget Committee

April 14, 2025

Meeting Minutes

[Meeting Documents Link](#)

Zoom Meeting

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Pete Quinones, Chair, GTC Secretary/Treasurer	Dr. Dennis Ashley, GTC Chair
Dr. Regina Medeiros, GTC Vice-Chair	
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
Crystal Shelnett	GTC, Regional Trauma Systems Development Mgr.

### **CALL TO ORDER**

The meeting began at 3:30 PM on Monday, April 14<sup>th</sup>, with four committee members present. Courtney Terwilliger joined the meeting at 3:49 PM.

### **APPROVAL OF MEETING MINUTES**

*Presented by Pete Quinones*

With a quorum established, Pete requested a motion to approve the March 17<sup>th</sup> meeting minutes.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-01:**

**Motion to approve March 17, 2025, meeting minutes as submitted**

**MOTION BY:** James Dunne

**SECOND BY:** Regina Medeiros

**VOTING:** All members are in favor of the motion.

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

### **BUDGET UPDATE**

*Presented by Katie Vaughan*

Katie Vaughan presented the standing agenda items, which included budget-to-expense updates, including projections (**ATTACHMENT A**):

- The budget expenses are on track through March 31<sup>st</sup>. Projections included to provide insights through June 30. The remaining FY 2025 funds will be reviewed for voting. Some notes:

- At least two months' worth of funds in reserve to prevent delays during purchase order processing. Funds earmarked for cross-year support and contractor payments
- Waiting on Q4 invoices from most contractors
- The EMS budget is spent nearly entirely, except for education-related funds. EMS education funds are contracted and encumbered with a spend date through November 2025.
- Trauma Center final invoices are due July 2025.
- The dashboard for monthly invoice status and contract/grant management has been distributed for review.
- Super Speeder revenue for March has not yet been received, but is expected to be within a few days. No changes since the last meeting
- The trust fund statements are included for review

### **FY 2026 PROPOSALS**

Pete continued to the FY2026 budget proposals. Pete asked to skip the Georgia Trauma Foundation proposal until Courtney joined the meeting.

- **Georgia Quality Improvement Program (GQIP) (ATTACHMENT B)**

The Committee reviewed the GQIP budget proposal. Pete asked if there were any questions or discussion.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-02:**

**Motion to approve the FY2026 Georgia Quality Improvement Program (GQIP) proposed budget**

**MOTION BY:** Regina Medeiros

**SECOND BY:** Jesse Gibson

**VOTING:** All members are in favor of the motion.

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

- **Office of EMS and Trauma (OEMST) (ATTACHMENT C)**

The committee reviewed the OEMST budget proposal, noting a minor increase from the previous year. No cost-of-living adjustment was included in the proposal.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-03:**

**Motion to approve the FY2026 Office of EMS and Trauma (OEMST) proposed budget**

**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.

- **Medical Association of Georgia (MAG) (ATTACHMENT D)**

The Committee reviewed MAG's budget proposal, a request for \$170,000, the same as last year.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-04:**

**Motion to approve the FY2026 Medical Association of Georgia (MAG) proposed budget**

**MOTION BY:** James Dunne

**SECOND BY:** Regina Medeiros

**VOTING:** All members are in favor of the motion.

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

- **Georgia Trauma Foundation (GTF) (ATTACHMENT E)**

The Committee reviewed the Georgia Trauma Foundation budget proposal. Committee members raised concerns about the outstanding questions addressed during the previous meeting. Katie confirmed the following questions had been submitted to the Georgia Trauma Foundation:

1. Can you talk to us about the ROI you have appreciated from the contract services portion of your budget allocation for FY25?
2. Talk to us about the over \$200,000 increase request for contract services for FY26 and your expected outcome.

One question had a pending response from the marketing firm. Pete suggested tabling the budget approval until the next meeting to allow time for follow-up and ensure full support.

Liz Atkins proposed approving the FY2025 budget amount for FY2026. This would prevent delays in the full FY2026 budget approval and allow time to consider an amendment later. Jesse noted that the Foundation had hired new staff, potentially requiring a payroll-related adjustment. Katie shared that fireworks tax revenue typically comes around October, providing a potential funding source for future amendments.

Katie shared that the marketing agency had just responded during the current meeting, providing a breakdown of the campaign expenses and return on investment (**ATTACHMENT F & G**). Committee members questioned the return on investment regarding fundraising outcomes versus awareness. Dr. Medeiros asked if prior investments had increased donations or gala ticket sales. Katie noted that this information was not included in the Foundation's response.

Committee members discussed the Georgia Trauma Commission's proposed fundraising initiatives, specifically \$250,000 for bleeding control kits. The current results fall short of those goals, leading to concerns that the Foundation is pivoting to another awareness campaign without delivering results for the last initiative.

Jesse Gibson suggested asking about the expected timeframe for a non-profit to build a reputation and at what point the budget requests will decrease.

Due to uncertainties, Pete proposed approving the FY2025 amount and amending it later once more clarity on the proposal is received.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-05:**

**Motion to approve the FY2025 Georgia Trauma Foundation budget as the base for FY2026, with the option to amend it later**

**MOTION BY:** James Dunne

**SECOND BY:** Regina Medeiros

**VOTING:** All members are in favor of the motion.

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

Dr. Dunne recommended submitting the questions to the Georgia Trauma Foundation and specifying a response timeframe. Dr. Medeiros inquired whether the Georgia Trauma Foundation could clarify who the full-time and part-time employees are, their positions, and how they will operate.

Liz suggested that leaders from the Georgia Trauma Commission and the Georgia Trauma Foundation meet to develop a five-year plan to establish goals.

Dr. Dunne concurred that a leadership meeting would be beneficial, noting that clarification is also needed regarding the purpose of the Georgia Trauma Foundation board and its capacity to raise funds.

### **MARCH PAWS UPDATE**

*Presented by Courtney Terwilliger*

Courtney provided the following updates:

- A contract is in place with a videographer, and multiple training videos have been created.
- There is a verbal agreement with Augusta University to support the development of a residency program for virtual trauma training using simulation. AU will provide a finalized slide deck for the MARCH PAWS process and assist in developing the simulation content.
- Dr. Mable from AU is leading the research and training project. A budget has been submitted and is awaiting final approval and funding transfer. Budget considerations include travel costs, finalization of the slide set, the creation of additional videos, and the delivery of 10 training classes, ideally one per region. The Atlanta region may require special attention due to the presence of multiple non-trauma hospitals that still receive trauma patients.
- Courtney plans to finalize budget discussions with leadership and proceed with the AU contract and training implementation.
- Jesse Gibson mentioned that Northeast Georgia's Sim fellowship could help support the initiative. Liz Atkins clarified that the AU trauma simulation curriculum is already developed. The current proposal funds a simulation fellowship, allowing for further dissemination and practical application in rural centers. The program's strength lies in developing simulation experts who can train others across Georgia.

With no further discussion or questions, Pete asked to move to the FY2025 Final Spend Plan

### **FY2025 FINAL SPEND PLAN**

*Presented by Katie Vaughan*

Katie reviewed the FY2025 Final Spend Plan (**ATTACHMENT H**):

- FY2025 reallocation budget items under Operations, System Development, EMS, and Trauma Centers were reviewed, totaling \$1.7M.
  - Courtney asked about Dr. Bulger's funds. Katie clarified that Dr. Bulger's consulting fee was covered using prior fiscal year funds, and the funds had not been spent yet.
- Other funds for allocation include Fireworks Revenue and FY2024 prior year funds, totaling about \$2.4M.
  - Remaining FY2024 funds include:
    - \$771K for trauma centers not eligible for funding
    - \$1.6M for the Trauma Registry Startup Grant
- Combined with FY2025 reallocation and other funds available for allocation, the total is \$4.1M.
  - Of this, \$590K was previously approved, and \$3.3M remains for current approval.

Liz Atkins reviewed a funding proposal to renew the Bingocize statewide license.

- Originally adopted during COVID to promote virtual fall prevention among older adults
- Combines Bingo with exercise, developed by a research group in Kentucky.
- Central Georgia's agency on aging can no longer fund the statewide license.
- Proposal to renew the license for \$12,915, allowing any provider in Georgia to use the program.

Committee members agreed on the importance of ongoing support for Bingocize. The Committee reviewed the spend plan for the remaining \$3.3M, which includes funding for trauma centers, EMS, and the Statewide Bingocize license. Katie noted there is \$792,488 in trust fund interest in reserve. Pete recommended a separate motion for the \$3.3M and the trust fund interest.

Jesse asked how the EMS funds were allocated. Katie explained that the EMS Committee votes on its usage. Historically, they have used the reallocation to pay down on AVLS-related expenses in advance and free up next year's fiscal funding. Due to state time constraints, reallocated funds are typically used on previously approved expenses, as the funds have to be encumbered by the end of May.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-06:**

**Motion to approve the proposed FY2025 Final Spend Plan**

**MOTION BY:** Regina Medeiros

**SECOND BY:** Jesse Gibson

**VOTING:** All members are in favor of the motion.

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

Pete moved to discuss the remaining trust fund interest and requested a motion to continue holding the funds in reserve.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-07:**

**Motion to approve holding the trust fund interest, \$792,488 in reserve**

**MOTION BY:** James Dunne

**SECOND BY:** Regina Medeiros

**VOTING:** All members are in favor of the motion.

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

Dr. Dunne expressed concern about the growing size of the trust fund interest and questioned whether the Commission had a clear spending plan, or if it's better to maintain it as a contingency reserve. Liz confirmed that while the fund is currently treated as a reserve for future projects, a 3-5 year plan should be developed. It was noted that there is a 10-year legislative cap on the trust fund, which was enacted in 2022 and expires in 2032, barring renewal. The state treasury manages the trust fund with a very conservative investment strategy focusing on principal preservation. As a result, the interest yield is relatively low, estimated at around 1-2.5%. Pete expressed disappointment over the low return, but Liz reiterated that the conservative handling and partial investment of the funds account for the modest gains.

With no further discussion, Pete advised that the next Finance Committee meeting is scheduled for Monday, May 5<sup>th</sup> at 3:30 PM, noting the meeting was moved up to approve the FY2026 budget before the May 15<sup>th</sup> Commission meeting. Pete requested a motion to adjourn.

**MOTION GTCNC FINANCE COMMITTEE 2025-04-08:**

**Motion to adjourn**

**MOTION BY:** Jesse Gibson

**SECOND BY:** Regina Medeiros

**VOTING:** All members are in favor of the motion.

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

## **SUMMARY OF ACTION ITEMS & ADJOURNMENT**

- Katie Vaughan presented the standing agenda items, which included budget-to-expense updates and projections (**ATTACHMENT A**).
- The committee approved the FY2026 Georgia Quality Improvement Program (GQIP) proposed budget (**ATTACHMENT B**).
- The committee approved the FY2026 Office of EMS and Trauma (OEMST) proposed budget (**ATTACHMENT C**).
- The committee approved the FY2026 Medical Association of Georgia (MAG) proposed budget (**ATTACHMENT D**).
- The committee approved the FY2025 Georgia Trauma Foundation budget (**ATTACHMENT E**) as the base for FY2026, with the option to amend it later.
- Committee members reviewed the GTF breakdown of awareness campaign expenses and return on investment (**ATTACHMENT F & G**).
- Liz suggested that leaders from the Georgia Trauma Commission and the Georgia Trauma Foundation meet to develop a five-year plan to establish goals. Additional GTF questions from committee members included:
  - Expected timeframe for a non-profit to establish its reputation.
  - At what point will the budget requests decrease?
  - Clarification on who the full-time and part-time employees are, their positions, and how they will operate.
  - Clarification on the Georgia Trauma Foundation board and its capacity to raise funds.
- Courtney provided an update on the MARCH PAWS initiative and partnership with Augusta University.
- The committee reviewed and approved the FY2025 Final Spend Plan (**ATTACHMENT H**).
- The committee approved holding the trust fund interest, \$792,488 in reserve. It was noted that a 3-5 plan should be developed for its usage.

The next meeting is scheduled for Monday, May 5th at 3:30 PM.

Meeting minutes respectfully submitted by Gabriela Saye