

**APPROVED**  
**07.15.24**



# GEORGIA TRAUMA COMMISSION

## Georgia Trauma Commission Finance Committee

April 15, 2024

Meeting Minutes

[Meeting Documents Link](#)

Zoom Meeting

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Dr. Regina Medeiros, Chair, GTC Secretary/Treasurer	Pete Quinones, GTC Member
Dr. Dennis Ashley, GTC Chair	
Dr. James Dunne, GTC Vice-Chair	
Courtney Terwilliger, GTC Member	
Jesse Gibson, Northeast Georgia Medical Center Trauma Program Director	

OTHERS PRESENT	REPRESENTING
Elizabeth Atkins	GTC, Executive Director
Katie Hamilton	GTC, Finance Operations Officer
Gabriela Saye	GTC, Business Operations Mgr
Crystal Shelnett	GTC, Regional Trauma System Development Mgr
William Bell	DPH, Chief Financial Officer
Michael Johnson	OEMST, Director
April Moss	OEMST, Systems of Care Deputy Director
John Bleacher	GTF, Chair
Cheryle Ward	GTF, Executive Director
Scott Maxwell	HCA Healthcare, Accountant

### **CALL TO ORDER**

A quorum was established at 3:30 PM on Monday, April 15, 2024, with five committee members present.

### **APPROVAL OF MEETING MINUTES**

*Presented By Dr. Regina Medeiros*

Dr. Medeiros asked for a motion to approve the March meeting minutes.

**[MOTION GTCNC BUDGET COMMITTEE 2024-04-01:](#)**

**Motion to approve March 18, 2024 meeting minutes as submitted.**

**MOTION BY:** Dr. Dennis Ashley

**SECOND BY:** Jesse Gibson

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

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

Dr. Medeiros introduced the next agenda item on budget proposal presentations from the Office of EMS and Trauma and the Georgia Trauma Foundation. Attendees were welcomed, and the Office of EMS and Trauma was encouraged to begin with their proposal overview.

### **FY 2025 OFFICE OF EMS AND TRAUMA PROPOSAL**

*Presented by William Bell*

The Georgia Department of Public Health Chief Financial Officer, William Bell, reviewed the Office of EMS and Trauma FY 2025 budget proposal (**ATTACHMENT A**). The projected costs were based on FY 2024 expenses, focused on trauma. William Bell outlined the significant cost drivers within the budget, primarily personnel service costs. For FY 2025, the projected expenditures were around \$460,141.

William Bell expressed commitment to regular interactions with the Georgia Trauma Commission for better oversight of budget expenditures. Liz Atkins acknowledged the ongoing efforts of working with the Department of Public Health Office of EMS and Trauma to optimize the budget process. Dr. Dennis Ashley commended the presentation and expressed excitement for the level of granularity provided. There were no further questions or comments.

### **FY 2025 GEORGIA TRAUMA FOUNDATION**

*Presented by Dr. John Bleacher*

Dr. John Bleacher, Georgia Trauma Foundation Chair, reviewed the Georgia Trauma Foundation FY 2025 budget proposal (**ATTACHMENT B**). Dr. Bleacher noted the budget follows a zero-based budget process. Budget highlights include increased allocations for contract services, particularly for marketing and fundraising. The marketing plan will enhance public awareness and the Foundation's visibility. Dr. Bleacher acknowledged that the fundraising increase aims to cover significant events like galas and smaller regional events. Cheryle Ward added that while the detailed marketing plan is pending, efforts will focus on messaging for community outreach and fundraising support.

Courtney Terwilliger asked about the utilization of the funds raised. Dr. Bleacher advised there is a need to shift toward strategic partnerships with the Georgia Trauma Commission to provide clear funding priorities.

Dr. James Dunne raised a question about the purpose of the Foundation. Dr. Bleacher acknowledged the importance of understanding the Foundation's purpose and clarified that there are ongoing efforts to refine the Foundation's mission statement to improve its messaging. It was mentioned that the Foundation operates autonomously, with oversight from the Georgia Trauma Commission, as per state statute. Dr. Bleacher welcomed the Commission's feedback and suggestions on how to relay the Foundation's purpose better.

Dr. James Dunne sought clarification on the role of the Georgia Trauma Foundation board. Dr. Bleacher explained the board's primary function is oversight, transparency, and strategic guidance to ensure the Foundation's success. He highlighted the significant changes in governance and transparency compared to previous leadership. The added benefit of the board is their community connections and leveraging those in practical ways.

Jesse Gibson raised concerns about the Foundation's financial performance and asked about the return on investment (ROI) from the Commission's support versus the funds raised. Dr. Bleacher highlighted a \$1.5 million grant from the State Office of Rural Health for database development and education

resources, suggesting the grant's success indicates positive ROI. Courtney Terwilliger acknowledged the Foundation's impactful projects and asked about their financial status and reserves. Dr. Bleacher clarified the Foundation maintains a reserve fund within the approximate range of six to twelve months of operating expenses, with approximately \$200,000 currently in reserve. Dr. Dunne questioned the need for a reserve when the Foundation is reimbursed for expenses by the Commission. Dr. Bleacher explained that the reimbursement process requires upfront spending by the Foundation, necessitating reserves to cover the costs until reimbursement is received.

Dr. Regina Medeiros highlighted the variance in payroll in the projected quarterly expenses (**ATTACHMENT C**). Cheryle Ward explained the increase was due to adding an assistant and the costs for the upcoming Gala event.

The committee thanked Dr. John Bleacher and Cheryle Ward for their time and acknowledged the importance of their financial stewardship. There were no further questions or comments.

### **TRAUMA SYSTEM STABILIZATION PLAN**

*Presented by Dr. Regina Medeiros*

Dr. Regina Medeiros provided background on the historical funding formula to allocate funds to trauma centers. She proposed transitioning from the historical formula to one based on validated readiness costs, aiming to allocate reimbursement based on their readiness. Dr. Medeiros reviewed the proposed formula and various funding scenarios based on percentages of readiness costs (**ATTACHMENT D**). The committee discussed the different options and their implications.

Dr. Medeiros requested a motion to transition from the historical formula to the new formula based on readiness costs:

#### **MOTION GTCNC BUDGET COMMITTEE 2024-04-02:**

**Motion to transition from the historical formula to a new formula based on readiness cost data**

**MOTION BY:** Dr. James Dunne

**SECOND BY:** Dr. Dennis Ashley

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

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

The committee continued to review the various options for FY 2025 trauma center funding distribution. Option five and six were favored, with the majority leaning towards option six due to its higher allocation for level IV trauma centers. Committee members highlighted the importance of supporting level IV trauma centers and discussed how option six aligned with their goals and messaging for future funding discussions.

#### **MOTION GTCNC BUDGET COMMITTEE 2024-04-03:**

**Motion to approve option six as the FY 2025 readiness funding distribution (ATTACHMENT D).**

**MOTION BY:** Courtney Terwilliger

**SECOND BY:** Dr. Regina Medeiros

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

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

## **FY 2025 PROPOSALS DISCUSSION**

*Presented by Dr. Regina Medeiros*

Dr. Regina Medeiros opened the floor for questions or comments regarding the proposal presentations by the Office of EMS and Trauma (OEMST) and the Georgia Trauma Foundation.

The committee expressed approval of the OEMST proposal. Committee members praised its level of detail and significant step forward in the budgeting process. Courtney Terwilliger voiced concern about potential redundancy with existing systems.

### **MOTION GTCNC BUDGET COMMITTEE 2024-04-04:**

**Motion to approve the FY 2025 Office of EMS and Trauma budget proposal**

**MOTION BY:** Dr. James Dunne

**SECOND BY:** Jesse Gibson

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

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

Committee members expressed reservations about increasing the Georgia Trauma Foundation's allocation. It was noted that there is a need for additional strategic discussions and transparency. Committee members expressed various concerns:

- More clarity on how the funds will be used needs to be provided.
- Concern for the request for additional funding, given the large number of funds in reserve.
- Discrepancies between proposed expenses and historical spending patterns.

Some committee members suggested approving a smaller amount of funding and waiting to see how the funds are utilized in the first part of the year before approving additional funding.

There were discussions about the need for more transparency and accountability in the budgeting process, with more precise explanations of projected expenses and how the funds will be allocated. Committee members expressed concern regarding the history of funding provided to the Foundation and the need for more progress in achieving the desired outcomes.

### **MOTION GTCNC BUDGET COMMITTEE 2024-04-05:**

**Motion to fund the Georgia Trauma Foundation at the historical funding amount of \$182,000 for 12 months.**

**MOTION BY:** Dr. James Dunne

**SECOND BY:** Jesse Gibson

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

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

It was proposed that further discussions be held with the executive committee members from the Foundation and Commission to ensure alignment and understanding moving forward.

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

- The Georgia Department of Public Health Chief Financial Officer William Bell reviewed the Office of EMS and Trauma FY 2025 budget proposal (**ATTACHMENT A**).
- Dr. John Bleacher, Georgia Trauma Foundation Chair, reviewed the Georgia Trauma Foundation FY 2025 budget proposal (**ATTACHMENT B**). Dr. Regina Medeiros highlighted the variance in payroll in the projected quarterly expenses (**ATTACHMENT C**).

- Dr. Medeiros reviewed the proposed formula and various funding scenarios based on percentages of readiness costs (**ATTACHMENT D**).
- The committee approved the transition from the historical formula to a new formula based on readiness cost data.
- The committee approved option six as the FY 2025 readiness funding distribution (**ATTACHMENT D**).
- The committee approved the FY 2025 OEMST budget proposal (**ATTACHMENT A**)
- The committee approved funding the Georgia Trauma Foundation at the historical funding amount of \$182,000 for 12 months.
  - It was proposed that further discussions be held with the executive committee members from the Foundation and Commission to ensure alignment and understanding moving forward.

**MOTION GTCNC BUDGET COMMITTEE 2024-04-06:**

**Motion to adjourn**

**MOTION BY:** Dr. James Dunne

**SECOND BY:** Dr. Dennis Ashley

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

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

The meeting adjourned at 5:15 PM

Minutes by G. Saye.