

APPROVED
07.15.24



GEORGIA TRAUMA COMMISSION

Georgia Trauma Commission Finance & Budget Committee

May 15, 2024

Meeting Minutes

[Meeting Documents Link](#)

Zoom Meeting

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Dr. Regina Medeiros, Chair, GTC Secretary/Treasurer	Dr. James Dunne, GTC Vice-Chair
Dr. Dennis Ashley, GTC Chair	
Courtney Terwilliger, GTC Member	
Pete Quinones, 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
Gina Solomon	GTC, GQIP Director

CALL TO ORDER

A quorum was established at 9:00 AM on Wednesday, May 15, 2024, with five committee members present.

FY 2024 FINAL REALLOCATION

Presented by Dr. Regina Medeiros

Dr. Medeiros reviewed the FY 2024 Final Reallocation (**ATTACHMENT A**). The FY 2024 reallocation totals \$2,973,614.08, including fireworks funds, unspent FY 2024 funds, and the accrued trust fund interest.

For clarification, Katie Hamilton explained that the Georgia Trauma Commission budget has three main sources: the Fireworks Trauma Trust fund, the trust fund, and state funds. Fireworks funds come in as early as November or as late as February. Super speeder fees go to the trauma trust fund annually. General funds include reinstatement fees and adjustments.

The super speeder fees are all deposited once a year into the trauma trust fund. The fund accrues interest while the money sits there, which is now significant since we have a large trust fund balance. The state conservatively invests and manages the fund to focus on principal preservation rather than growth. Liz Atkins added that the trust fund must be re-evaluated in about ten years.

The discussion shifted to the breakdown of the FY 2024 reallocation plan. It was noted that \$355,456 of the reallocation amount was already approved at a previous meeting. The final reallocation plan contains new proposed funding priorities totaling \$389,401, which includes Phoebe Putney readiness, EMS AVLS maintenance, and Level III TQIP participation.

Katie Hamilton asked the committee to consider whether to include the trust fund interest, \$537,690.08, in the reallocation plan or set the funds aside in reserve. This is the first time we have had a trust fund interest available. If the funds are set aside in reserve, they can be used anytime for unexpected expenses or initiatives.

MOTION GTCNC BUDGET COMMITTEE 2024-05-01:

Motion to hold the trust fund interest, \$537,690.08, in reserve.

MOTION BY: Courtney Terwilliger

SECOND BY: Jesse Gibson

VOTING: All members are in favor of the motion.

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

With the trust fund interest removed from the reallocation plan, the remaining reallocated funds, \$1,691,067, will be split 80/20 between trauma centers and EMS.

Katie Hamilton shared **ATTACHMENT B**, a support document for the FY 2024 reallocation plan demonstrating where the unspent funds were collected from the budget.

FY 2025 BUDGET APPROVAL

Presented by Dr. Regina Medeiros

Dr. Medeiros presented the FY 2025 Budget (**ATTACHMENT C**), highlighting the \$22,144,775 FY 2024 budget column and the \$27,737,833 FY 2025 budget column. Dr. Medeiros reminded the committee that an additional \$4 million allocation to the FY 2025 budget will be distributed to trauma centers. Katie Hamilton reviewed **ATTACHMENT D**, a supporting document, noting expense projections for FY 2025.

Courtney Terwilliger inquired about the UGA Time to Definitive Care project and the FY 2025 budget. Liz Atkins clarified that the project is ongoing and has requested a no-cost extension due to delays in accessing the claims database. Liz Atkins also advised the Trauma Medical Director Consultant role is now active.

Katie Hamilton noted that once the operations and system development budget is determined, the remaining funds will be split 80/20 between trauma centers and EMS, similar to the reallocation process.

The committee discussed the various reserve funds, distinguishing between operational and trust fund interest reserves. Liz Atkins explained that the rationale for maintaining reserves in the budget is to cover unexpected expenses and initiatives that could arise. Dr. Medeiros emphasized the importance of remaining conservative with the trust fund interest in its first year, planning to adjust this approach as they gain more experience in the new process. Other FY 2025 discussions included:

- **LEVEL III TQIP PARTICIPATION FUNDING**

Committee members discussed whether TQIP participation for level III trauma centers should be included in their increased allocation or be funded separately. Dr. Medeiros provided a

background on TQIP and the value of the quality program. TQIP participation and data submission are required to be ACS verified. Liz Atkins also noted that the base readiness costs increased from \$75,000 to \$130,000 for level III centers. Dr. Ashley supported continuing to fund TQIP participation separately to ensure level III centers are adequately supported without imposing additional expenses.

MOTION GTCNC BUDGET COMMITTEE 2024-05-02:

Motion to continue to support level III trauma center TQIP participation separately.

MOTION BY: Dr. Dennis Ashley

SECOND BY: Courtney Terwilliger

VOTING: All members are in favor of the motion.

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

Gina Solomon added that level III centers submit a performance matrix for their TQIP report, and their data is presented at the GQIP meetings.

- **MEDIA & GRAPHIC DESIGN BUDGET**

Katie Hamilton noted that the media and graphic design budget increased from \$70,000 to \$95,000 due to discussions with the Department of Public Health and the need to ensure adequate funding for the desired services. Liz Atkins explained that the increase is necessary to meet demands for media, graphic design, and social media management. We currently use Lenz Marketing, which handles various marketing and social media tasks. Possible initiatives include a short informational Georgia Trauma Commission video and continued support for future funding mechanism messaging.

- **GEORGIA TRAUMA FOUNDATION FUNDING**

Dr. Ashley updated the Committee that there was a recent leadership meeting between the Georgia Trauma Foundation (GTF) and Georgia Trauma Commission leadership to align philosophically. The Foundation explained that they need Commission guidance on fundraising projects. Dr. Ashley proposed maintaining the Foundation's budget at the previous year's level, \$272,000, rather than reducing it to \$182,000 to avoid hindering recent progress and momentum.

MOTION GTCNC BUDGET COMMITTEE 2024-05-03:

Motion to fund the Georgia Trauma Foundation at the previous year's level, \$272,000.

MOTION BY: Dr. Dennis Ashley

DISCUSSION:Dr. Medeiros reviewed the amount of funding provided by the Foundation since 2015, which has ranged from \$131,500 to \$272,000. For FY 2025, the Georgia Trauma Foundation asked for an increase, which the committee voted against. Courtney Terwilliger expressed reservations about restoring the Foundation budget to the previous year's amount and proposed funding them slightly higher but not the full \$272,000. Liz Atkins advised that the Committee could approve the \$182,000 budget and amend it mid-year.

ACTION: The motion was **WITHDRAWN**.

Courtney Terwilliger proposed funding the Georgia Trauma Foundation at \$220,000 as a compromise. If they justify the \$272,000, we can amend them.

MOTION GTCNC BUDGET COMMITTEE 2024-05-04:

Motion to fund the Georgia Trauma Foundation at \$220,000.

MOTION BY: Courtney Terwilliger

SECOND BY: Dr. Dennis Ashley

VOTING: All members are in favor of the motion.

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

Dr. Medeiros advised that we can communicate to the Georgia Trauma Foundation that additional funding may be available if needed and that we are committed to supporting them as partners. We also must have regular meetings with Foundation leadership within this next fiscal year to determine the Foundation's vision, what Commission funding requests are for projects, and refine deliverables. Courtney Terwilliger proposed setting up a subcommittee to help guide the Foundation on Commission priorities and refine project goals.

Dr. Medeiros advised the items discussed will be adjusted in the final version to the full Commission (**ATTACHMENT E**).

MOTION GTCNC BUDGET COMMITTEE 2024-05-05:

Motion to approve the FY 2025 budget

MOTION BY: Courtney Terwilliger

SECOND BY: Pete Quinones

VOTING: All members are in favor of the motion.

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

ESO REGISTRY REQUIREMENT

Presented by Dr. Regina Medeiros

The committee discussed the contract language related to registry participation and funding. Liz Atkins highlighted the importance of participation in the commission-supported registry, currently the ESO registry, for effective data management and benchmarking. It was noted that HCA facilities have started discussions on migrating from the ESO registry to their own registry platform. Dr. Ashley emphasized the necessity of being on the same registry as a requirement for receiving funding from the Commission.

MOTION GTCNC BUDGET COMMITTEE 2024-05-06:

Motion to require the utilization of the Commission-supported registry to receive full Commission funding

MOTION BY: Dr. Dennis Ashley

SECOND BY: Pete Quinones

VOTING: All members are in favor of the motion.

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

Dr. Medeiros expressed gratitude for everyone's participation and commitment to progress.

SUMMARY OF ACTION ITEMS & ADJOURNMENT

- Dr. Medeiros reviewed the FY 2024 Final Reallocation (**ATTACHMENT A**). Katie Hamilton shared ATTACHMENT B, a support document for the FY 2024 reallocation plan demonstrating where the unspent funds were collected from the budget.
- The committee approved to hold the trust fund interest, \$537,690.08, in reserve.

- Dr. Medeiros presented the FY 2025 Budget (**ATTACHMENT C**), highlighting the \$22,144,775 FY 2024 budget column and the \$27,737,833 FY 2025 budget column. Katie Hamilton reviewed **ATTACHMENT D**, a supporting document, noting expense projections for FY 2025.
- The committee approved continuing to support level III trauma center TQIP participation separately.
- The committee approved to fund the Georgia Trauma Foundation at \$220,000.
- With the discussed adjustments, the committee approved the FY 2025 budget (**ATTACHMENT E**)
- The committee approved to require the utilization of the Commission-supported registry to receive full Commission funding.

MOTION GTCNC BUDGET COMMITTEE 2024-05-07:
Motion to adjourn

MOTION BY: Jesse Gibson

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 10:20 AM

Minutes by G. Saye.