

APPROVED
11.10.21



**GEORGIA TRAUMA
COMMISSION**

Georgia Trauma Commission Budget Subcommittee
August 11, 2021
Meeting Minutes

Attending	Affiliation
Regina Medeiros GTC Secretary/Treasurer, Chair Budget Subcommittee	Augusta University Health
James Dunne, MD GTC Vice-Chair & Vice-Chair Budget Subcommittee	HCA Memorial
Dennis Ashley, MD GTC Chairman	Atrium Navicent Health
Courtney Terwilliger, GTC Member	Emanuel Medical Center
Elizabeth Atkins, Executive Director	Georgia Trauma Commission
Katie Hamilton, Finance Officer	Georgia Trauma Commission

Call to Order: 4:00 PM on Wednesday, August 11, 2021. A quorum was established with all subcommittee members present.

STANDING AGENDA ITEMS

1. Consent Agenda

Deferred until the September meeting. Katie is balancing a dual workload with the coordinator role being vacant. We have minimal expenses for the current fiscal year that have hit the budget, so there is little to report.

2. Approval of the June 22, 2021, Meeting Minutes

Mr. Terwilliger asks if readiness costs are being conducted for the level III and level IV trauma centers.

MOTION GTCNC 2021-08-01:

Motion to approve the minutes of June 22, 2021, Budget Subcommittee conference call.

MOTION BY: Courtney Terwilliger

SECOND BY: Jim Dunne

VOTING: All members are in favor of the motion.

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

NEW/OLD BUSINESS

3. AFY 2022 and FY 2023 Budgets

Review of the proposed spend plan for AFY22 and the proposed budget for FY23. These are not set in stone. These are general categories of dollar expenditures that Liz must submit on behalf of the Commission by September 1 to the Governor's Office of Planning and budget. Katie prepared the FY23 budget, utilizing the same template we've had before with the same budget categories. We will entertain questions about any concerns that you might have related to any specific major category. Amounts were rounded either up or down based on last year's budget, just to give us an idea of the cost. We will still have the final budget numbers to approve once we get those that budget from the Governor. Once approved here, this will move forward on the 19th to the full Commission for approval before OPB submission.

The trauma system quality and accountability Level 3 and level 4 consultative visits with ACS and PTSF or TETAF. If you remember at them a Commission meeting, per the rural subcommittee's request, we talked about engaging Pennsylvania (PTSF) and Texas (TETAF) that both have excellent processes in their states for level IVs, the ACS does not have a process for level IVs. We got the proposals and for PTSF and TETAF. TETAF was \$140,000, and PTSF was \$100,000 to conduct visits for all level IV centers. I don't know of any other state that does a similar process that's as robust and has additional requirements in addition to the Orange Book (ACS Optimal Resources document). PTSF was just a hair over \$100,000, and TETAF was \$140,000, so I don't see the need to spend the additional \$40,000. It's unclear why the TETAF proposal was higher. We can likely accomplish the goals with the lower proposal. The product to you, the Commission members, is an aggregate overview of Level 4 strengths opportunities and recommendations. Target completion is by fall next year for the report to the Commission by November of 2022. A lengthy discussion ensued about the following points regarding the level III/IV consultative visit process:

- If Commission funds an outside entity to do visits, what are the funds we give to OEMST being used for? Should a percentage of the OEMST allocation be withheld?
 - What process is there for "verification" of the level IVs after their consult visits – can we talk with PTSF or TETAF about an ongoing process? What then are ramifications to funding OEMST?
 - Funding reductions send a message about expectations.
 - OEMST has not been timely in trauma center site redesignation visits over the last ten years or longer.
 - The level of rigor around OEMST site visits is felt to be weak. Level IV (and III) centers are asking for external scrutiny, which speaks volumes.
 - How will Level IV consult visits be conducted/coordinated with OEMST designation visits
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- OEMST site redesignation visits are not occurring regularly; Commission has very little sightline into that process
- What difference is there between the rural non-designated trauma center and the Level IV designated center? The "5 things" project can have an impact on care in these areas
- We need a hardwired process for feedback to level IV centers.

General points regarding the AFY 2022 and FY 2023 proposals:

- These are not final approved budgets/spend plans
- All agencies must submit proposals through OPB by September 1
- This pre-approval process ensures all members are informed and preliminarily approve the proposals that are sent to OPB.
- The state TMD consultant role is carried over, once again, included in the system development allocation; it's a consultant role, not a full-time role
- Region IX is inclusive of the cost of Region VIII Coordinator as both of those regions share the RTAC coordinator role.
- We will carry the costs of Rossville through October due to the dispersal of the office contents. Once our admin position is filled by mid-September, we can put a plan into action to get that closed out.
- Contract and grants workgroup continues looking through all grants, all contracts, ensuring deliverables are tied to funding or making recommendations on establishing deliverables and templated funding request/reporting of deliverables prior to payment.

[MOTION GTCNC 2021-08-02](#)

Motion to approve the AFY 2022 and FY 2023 proposals for submission to the Governor's Office of Planning and Budget

MOTION BY: Dennis Ashley

SECOND BY: Courtney Terwilliger

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions. AFY 2022 and FY 2023 proposals pass as written.

Recap, Objectives, and Preplanning for September/October Meeting

Discussion ensued around the next steps, including:

- Continued focus on contracts and grants workgroup defining deliverables for each funded entity
- Defining latitude or authority the budget subcommittee has to make reallocations, approvals, etc. Katie has deadlines around encumbrances that the full Commission meeting schedule can't accommodate without risking losing dollars (that would otherwise have to be sent back).

- Startup grants (e.g., Phoebe Putney) are pre-approved, and then the center invoices for the entire amount. They sign an affidavit that they will spend their funds according to their application.
- The state fiscal year runs from July 1 – June 30. So, Fiscal Year 2022 is July 1, 2021 through June 30, 2022.

MOTION GTCNC 2021-08-03

Motion to Adjourn

MOTION BY: Courtney Terwilliger

SECOND BY: James Dunne

VOTING: All members, but Dennis Ashley (left early), are in favor of the motion.

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

The meeting adjourned at 5:00 PM

Minutes by L. Atkins
