



# MINDSOURCE

## BRAIN INJURY NETWORK



### Research and Program Evaluation Committee Meeting Agenda

Date: Monday, April 13, 2020

Time: 3:00 – 3:30 p.m.

<b>TYPE OF MEETING</b>	Research and Program Evaluation Committee Meeting		
<b>FACILITATOR(S)</b>	Liz Gerdeman		
<b>ATTENDEES</b>			
<b>NAME</b>	<b>POSITION</b>	<b>PRESENT</b>	<b>STAFF Present</b>
<b>(Members)</b>			Liz Gerdeman
Ken Scott	Chair	N	Judy Dettmer
Terry Chase	Committee Member	Y	Regina Rodriguez Sisneros
Dawn Comstock	Committee Member	Y	Karen Ferrington
Catherine Johnston-Brooks	Committee Member	Y	
Jenn Coker	Committee Member	Y	
Jason Kacmarski	Committee Member	Y	

- I. Introductions and review of agenda – Liz reviewed agenda and thanked everyone for jumping on this call to discuss some high priority topics given COVID-19.
- II. Research Projects: Updates on Current Grantees & Planning for Next RFP

This is the 4<sup>th</sup> quarter of year one for current research grantees. MINDSOURCE has been in touch with each of them for project-related updates due to COVID-19.

All four grantees responded and three expect impacts due to project pauses or shut down associated delays. There is a likely scenario for \$150-160K unspent by June 30<sup>th</sup>. Grantees expect the need for additional time and/or rollover funding through contract amendments. Grantee responses are subject to change due to the fluidity of the issue at hand.

Concurrently, MINDSOURCE is beginning to project COVID-19 impacts on the Trust Fund in general with closed courts and decreased violations with fewer drivers on the roads.

With the next RFP opportunity currently scheduled for announcement this fall, MINDSOURCE needs to determine alternatives should resources be tight due to the above factors. Staff are currently discussing a couple options:

1	Announce as planned this fall and reduce total amount of award resources available and/or number of awards
2	Delay six months or a year allowing time to reassess funding

Of note, the current research cycle has MINDSOURCE expended at \$865K over two years which is more than was originally planned by roughly \$150K. Due to a technical issue with the RFP process, four grants had to be awarded vs. the three that were intended. Also, based on the new Trust Fund legislation, there is not a requirement to meet a certain percentage of spending in the research category.

An option advantageous to MINDSOURCE would be to allow sites to extend their projects into a third year (or a partial third year) in FY21-22 as this would spread Trust Fund resources out in a way that helps the program overall instead of absorbing a larger research grants expenditure hit in FY20-21.

#### Q&A

- Dawn asked if grantees are anticipating the need for no cost extensions or if sites will drop one or more aims and finish on time. Regina indicated that the sites anticipate finishing their full projects but in order to do so will need to carry funds over.
- Catie asked if the annual contracted dollars are “use or lose” and Regina shared that if not spent -- or if contracts amended -- the resources obligated for 2019-20 would go back into the Trust Fund reserves because contracts are written on an annual basis.
- Dawn asked how a third year option might negatively impact recipients of New Investigator (NI) awards as those grantees may be at the end of their training program by June 2021. Regina replied that MINDSOURCE does not want to negatively impact or place hardship on any grantees and resources can be prioritized to assist NI as needed.
- Jason asked when MINDSOURCE might have a better idea about general revenue impact and Regina explained that because counties and the Judicial department lag about two months behind, we may not have solid numbers to work with until June and as late as August and added that early trends were not showing the expected growth in revenue (based on the surcharge increases) prior to the public health crisis.
- Jason asked if the grantees would potentially get additional funding in these scenarios. Liz explained that there would be no additional funding, only an adjustment of current award funding through a no cost extension (e.g. funding for year two spread between year two and a possible third).

If MINDSOURCE does announce Research grants in the fall, it will occur at the same time, roughly, as the Client Services RFP (both starting July 1, 2021).

#### III. Review Non-TBI Project

Kristina Hulen from CU Department of Public Health has provided a one-page overview of the Non-Traumatic Brain Injury (NTBI) study to MINDSOURCE for email dissemination to board members, and she will attend Friday’s meeting to give a brief summary and answer questions. The board needs to take the information into consideration and prepare to make some decisions about the Client Services RFP and inclusion of services to individuals with NTBI. Liz shared that it will be problematic to expect a contractor to expand services without an increase in available funds.

MINDSOURCE has received verbal confirmation that \$450K in on-going general funds has been approved, however, that could change in response to the state's COVID-19 crisis.

#### IV. Wrap-Up

Decision made to hold April 21<sup>st</sup> meeting next Tuesday should there need to be further discussion after Friday's board meeting.

**Minutes available upon request**

NEXT MEETING: Tuesday, April 21<sup>st</sup>, 3:00-4:00 p.m.