

**THI/SCI TRUST FUND  
QUARTERLY ADVISORY BOARD MINUTES  
August 13, 2010**

**Attending Board Members:** William E. Moak, Yadi Mark, Carol Harbo, Henry Bateman, Anne Olivier. Program Manager Alicia Smith and Assistant Valencia Roberts. Public attending: Allison Vuljoin and Hugh Eley of DHH – Office of Aging & Adult Services (OAAS).

**Call To Order.** The meeting was called to order by William E. Moak.

**Minutes.** There were no changes to be made to the previous minutes. Carol Harbo made a motion to approve them as presented and there was a 2<sup>nd</sup> motion by Yadi Mark.

### **Introductions**

**New Program Manager.** Alicia Smith of DHH-OAAS is now the Program Manager of the TH/SCI Trust Fund.

**New Board Member.** Former TH/SCI consumer, Henry Bateman, is now on the Advisory Board as a Survivor of a Spinal Cord Injury as appointed by the Governor.

### **New Business**

**Budget.** The current budget for state fiscal year (sfy) 2011 is \$3,170,070. The balance in the SFY 2011 budget is \$1,000,000, which is what should be left to spend on the program for next SFY 2012. Some things that the Administrative Costs cover are Hugh & Anne's salaries, cubicle space and moving. Some of these costs are expected to decrease in the coming year, however, it appears that the program cannot afford to fill the vacant position. Carol asked that more details on what the Administrative Costs cover be presented at the next meeting and that the budget be presented quarterly. Carol made a motion to approve the budget for SFY 2011 as presented. Henry made a 2<sup>nd</sup> motion and all was in favor, therefore, the motion was unanimously adopted.

William addressed putting \$50,000 in the budget for the Resource Center. Carol made a motion to direct the agency to explore a way to provide information for the Resource Center within the \$50,000 a year allocation. Yadi made a 2<sup>nd</sup> to the motion; all was in favor and it was unanimously adopted.

**Distribution of Funds.** The Program Manager needed clarification about some of the requests being sent into the office, mainly for budgetary reasons and out of concern for such a lengthy waiting list. There are Client Service Plans being submitted that do not seem to fall into a justifiable category. An example was given that a client is requesting all new kitchen appliances/items to replace the current ones. The justification for this request sent in by the Case Manager simply states that it is needed so that the individual can live independently in the community. The Board indicates that the trust fund has paid for these types of requests for years, however, it is at the Program Manager's discretion as to what the justifications should be and what to approve and deny. They also suggested that she hold a training to educate and

update the Case Managers on this; and on client home visits, observe and determine what is really needed to update the quality of the consumers' lives. Carol also asked Alicia, for the next meeting, to make a list of requests received and whether she approves or denies them in order for them to make more concrete decisions or suggestions on what is being purchased.

**Status Update.** We are presently serving 554 consumers. There are 379 applicants on the waiting list (see below for a breakdown by regions). Since February 2010, there have been 21 individuals with traumatic brain injuries and 23 with spinal cord injuries that have applied for the trust fund program. In 2009, there were a total of 20 new cases released – eight were open, eight not open and 4 still pending.

<b>Waiting List by Region</b>	
Monroe	24
Shreveport	79
Houma	10
Lafayette	52
Alexandria	34
Lake Charles	15
New Orleans	93
Baton Rouge	72
<b>Total on Waiting List</b>	<b>379</b>

Effective July 1, 2010, the TH/SCI program moved to DHH-OAAS. The physical move did not take place until July 12<sup>th</sup>. There have been and are some temporary technical issues with the computers and telephone. Alicia is presently waiting for AWARE to be installed properly on her computer and Valencia is waiting for her telephone line to be moved into the correct office. These issues should be resolved in the near future.

**Public Comment** – There was no public comment.

### **ADJOURN**

There was a motion by Carol Harbo and a second by Yadi Mark to adjourn the meeting.

**THE DATE OF THE NEXT TH/SCI ADVISORY BOARD MEETING IS  
November 18, 2010**

Respectfully submitted,

Valencia Roberts,  
Admin. Prog. Spec.