BRAIN INJURY ASSOCIATION OF VIRGINIA

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THE VOICE OF BRAIN INJURY

# BIAV Board of Directors Meeting Minutes

August 16, 2025

## 1. Call to Order & Approval of Previous Minutes

- Meeting called to order at 9:30 AM by Joseph Cantor.
- Minutes from the last board meeting were approved as presented, with no changes requested.

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## 2. Board Reports & Discussion

- Dan Reeves provided updates on board reports previously distributed.
- Discussion on improving access to updated board materials via the board portal or alternative platforms (e.g., SharePoint, OneDrive, Google).
- Victoria and Nabila are working to improve the board portal's usability.

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## 3. DARS Funding & Engagement Campaign

- BIAV faced a deficit but allocated $86,000 from DARS funding to an engagement campaign.
- Red Orange Studios contracted to develop campaigns targeting survivors, caregivers, and professionals.
- Amy Smith is leading the project, including the creation of educational materials.
- Emphasis on making materials accessible (third-grade reading level was suggested).

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## 4. Virginia Brain Health Institute (VBHI) Presentation

- Donna Edmonds and Jim Pannucci presented their backgrounds and involvement.
- Advisory council established, with VCU offering space for the Institute.
- Press release drafted and awaiting final approval from VCU.
- Discussed the importance of translating research into practice and creating standards of care.
- While initial focus is on traumatic brain injury/concussion, the Institute aims to address the full spectrum of brain injuries (including stroke, tumors, etc.), with a special focus on veterans, given Virginia's significant veteran population.
- Funding challenges acknowledged; commitment from partners is contingent on BIAV's official approval of the Institute.
- Institute may operate as a DBA under BIAV's 501(c)(3), with a portion of funds supporting BIAV operations.
- Plan to launch a Virginia Brain Health Fund for ongoing support and awareness.
- A motion to allocate $10,000 to explore legal ramifications regarding the Virginia Brain Health Institute concept was brought by Brittanie Vogen. David Corbin seconded. Daniel Klyce and Justin Weppner abstained. This motion passed.

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### 6. Q&A and Next Steps

- Questions raised about including therapists and post-acute rehab professionals on the advisory council.
- Discussed risk, funding structure, and the need for a clear organizational framework.
- General consensus on the potential and importance of the initiative that more information was needed, including legal research on organizational structure.

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### 7. Action Items

- Ensure board materials are accessible and up-to-date on the portal.
- Finalize and approve the press release for VBHI.
- Define advisory council membership, including therapy and rehab representation.
- Continue internal discussions on the structure and commitment to VBHI.

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### 8. Finance Report Discussion

- The Finance Chair presented the latest budget figures, highlighting both expenditures and revenue streams for the past quarter.
- There was a review of variances between projected and actual spending, with explanations provided for significant differences.
- Participants discussed the impact of recent investments and upcoming financial commitments.
- Questions were raised about cost-saving opportunities and the timeline for finalizing the next budget cycle.
- Action items included a request for a more detailed breakdown of operational expenses and a follow-up meeting to review proposed adjustments.

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### 9. Development Report Discussion

- The Development Chair delivered an update on current project milestones, including progress on key deliverables and any delays encountered.
- Technical challenges were discussed, particularly around integration with third-party systems and resource allocation.
- The team outlined solutions being implemented to address these challenges and shared revised timelines for completion.
- There was a brief Q&A, with stakeholders seeking clarification on future priorities and dependencies.
- Action items included preparing a written summary of technical issues and scheduling a demo of the latest build for stakeholders.