

Virginia Birth-Related Neurological Injury Compensation Program  
**Board of Directors Meeting**  
**Minutes for January 14, 2025 - DRAFT**

**Attendees:**

David Ratz, Esq., Chair  
Joel Dillon  
Kevin Logan, Esq.  
Ronald Ramos M.D.  
M. Cathy Slusher M.D.  
John Gordon, CPA  
Patricia Byrnes-Schmehl-Attended Remotely

**Also Present:**

Dawn McCoy, Executive Director  
Ronda Holloway, Deputy Director  
Carter Dages, Interim Director of Finance/Consultant  
Alexander Smith, Claims Manager  
Margarita Pelaez-King, Generalist  
Grace Farmer, Administrative Assistant  
Scott Fitzgerald, Senior Assistant Attorney General, Office of the Attorney General  
Calvin Brown, Esq. Office of the Attorney General  
Mike Moore, Esq., Special Council

**Call to Order:**

Chairman Ratz called the meeting to order at 10:40 a.m.  
One Remote Attendee, with sound and visual

**Minutes:**

Mr. Ratz suggested the minutes for December be corrected. The motions were not made by Mr. Ratz but by other Board Members.

Motion to correct and table for the next board meeting on February 11, 2025, made by Member John Gordon, seconded by Member Cathy Slusher, approved unanimously.

**Finance:**

Deputy Director Ronda Holloway reported there were no major updates. The 2021 audit is complete, and she is providing information for implementation as requested.

She is happy to report that the revenue year to date exceeded 2023 by 35%.

A discussion of the team projects included the team reaching out to medical providers to collect expected fees to grow revenue. They are also working on updating the Board of Medicine address information since it is not always accurate. Members Cathy Slusher

and Ronald Ramus commented on the need to notify medical providers by email as that is the trend and how the Board of Medicine corresponds now.

Director Dawn McCoy commented that a conversion could be done relatively easily. The team has this task on their agenda along with researching a new database to replace the FoxPro system that is currently in use.

The motion to accept the Finance Report was made by Member Ronald Ramus and seconded by Member Cathy Slusher. Approved unanimously.

### **Investment Report**

Director Dawn McCoy reported no updates at this time due to the Finance Committee not meeting since December.

Member Michael Hoover, Committee Chair, indicated they were working on transferring general operations funds to the investment portfolio.

The next Finance Committee Meeting will take place after the scheduled Board of Directors Meeting on February 11, 2025.

Chairman Ratz advised that we did not need to request a motion as there were no new updates.

### **Public Comment**

No one was in attendance

Director Ratz moved to go into Closed Section at approximately 11:00 am:

In accordance with the provisions of Section §2.2-3711 (A)(8) and Section §2.2-3705.5 (11) of the Code of Virginia, I move that the Board go into closed meeting for the purpose of

Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefings in open meeting would adversely affect the negotiating or litigating posture of the Board, and consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel regarding:

Discussion of records the Virginia Birth-Related Neurological Injury Compensation Program is required to keep confidential pursuant to Virginia Code Section §38.2-5002.2; more specially, records concerning the deliberations of the board of directors in connection with specific claims, as prevented from being disclosed by Virginia Code Section §38.2-5002.2 (iii).

Member Ronald Ramus motioned, Member John Gordon seconded the motion, all approved.

### **New Business**

The portal was introduced to streamline the claims process, reducing the time of processing from 30 minutes to 5/10 minutes.

Director McCoy reported that she and Alexander Smith attended the General Assembly meeting on 1/13/2025 for the introduction of Bill 793 regarding the program that Senator Head submitted. She shared that the staff would continue to monitor and consult with him.

She shared that the next Board of Directors Meeting is scheduled for February 11, 2025. She noted that the board meeting schedule of the 2<sup>nd</sup> Tuesday of each month. It will be held from 10:30 a.m. – 12:00 p.m.

### **Adjournment:**

Chairman Ratz adjourned the meeting at 1:50 p.m., motion to adjourn was done by Member Cathy Susher and seconded by Member Ronald Ramus.