

**Aging and Adult Dependent Care Committee
(AADCC)**

February 20, 2024

Microsoft Teams

2:00 PM to 4:00 PM

Attendees:

Louie Brennan	Martina Lavrisha	Melissa Porter
Susan Borst	Debbie Henken	Cooper McLendon
Mark Rubert	Mike Lindquist	Sharon Giles
Tammie Edwards	Jessica Mack	Gary Morin
Leon Reynolds	Jenny Jones	Patricia Fletcher (Guest)
Shilpa Amin	Quandra Blackeney	Emma Kaufman (Guest Speaker)
DeAnna Knox		

I. Welcome and Introductions

- A. Martina welcomed everyone including the newly appointed committee members.
 - i. Shilpa Amin (NIMHD)
 - ii. Gary Morin (NCI)
 - iii. Sharon Gilles (NIAID)
- B. Patricia Fletcher is from the Office of Equity, Diversity & Inclusion and is the Principal Strategist, Aging Employment Portfolio.

II. Presentation – Employee Resource Groups – Emma Kaufman

- A. Emma Kaufman is from the Office of Equity, Diversity & Inclusion the Principal Strategist for Woman’s Employment Portfolio on campus and joined the group to speak on Employee Resource Groups.
 - i. Per the <https://policymanual.nih.gov/2207> the AADCC falls under “non-union voluntary employee organizations led and comprised of members of the organization, formed around common interests.”. EDI is hoping to form a collaborative relationship with a variety of employee resource groups (ERD’s) to benefit the NIH.
 - ii. Once AADCC is certified by EDI as an ERG, then the AADCC can be listed on the EDI website and onboarding resources for new employees. This will serve as an excellent promotional tool.
 - iii. Emma spoke with both Martina and Melissa and informed them of the process of applying for certification which can be found on their website. <https://www.edi.nih.gov/people/resources/employee-resource-groups>
 - iv. EDI is currently undergoing a complete website overhaul so the ERG official link is not available yet and will be undated when complete.
 - v. EDI also has a podcast that feature ERG that the AADCC could be a part of.
 - vi. Martina proposed a motion to apply for certification. Melissa seconded. No one opposed. The committee will apply to be certified by EDI and placed on the ERG.

III. September Minutes Approval

- A. Mark Rubert motioned to approve the December minutes. Jessica Mack seconded. The December 2023 minutes are approved.

IV. Updates

A. **Child & Family Program** – Susan Borst and DeAnna Knox

- i. Welcome to DeAnna Knox. She is the new Child & Family Program Specialist started in January coming from the DOD Child and Family Programs. Overseeing Nursing Mothers Program beginning in March as that program transitions from DOHS to ORS.
- ii. Take Your Child to Work Day will take place on April 25th. Over 2800 children in 2023. Contact Tonya Lee to volunteer.
- iii. Upcoming webinar's third Thursday of every month from 1pm-2pm.
 - a. April 18 "Transitioning from School to Adult Life for Students with Intellectual and Developmental Disabilities"
- iv. The OD Resiliency Campaign will be falling under the umbrella of DATS Wellbeing Program starting soon.

B. **2023 Annual Letter to Dr. Alfred Johnson** – Martina Lavrisha and Melissa Porter

- i. Committee members are asked to review the letter to Dr. Johnson and send any changes to Martina and Melissa as soon as possible. They did include an invitation for Dr. Bertagnolli to attend future AADCC future meetings.

C. **Peer Group Support Continuation** – Mike Lindquist

- i. Mike shared his positive experience with the six-week adult caregiver peer group in October. Meetings continued after the peer group session without a facilitator. Lifework Strategies felt that it would be confusing marketing adult and parenting peer circles extended groups and the lack of attendance could be problematic. Mike would like the dates shared on the listserv. Melissa thinks the listserv should clarify that the group is not moderated. Mark Rubert will start attending since he is licensed and trained.
- ii. Lifework Strategies provided feedback that the peer groups will run from May 16 to July 25 and October 10 to December 18, bi-weekly from 9 – 10 AM. Susan will share the feedback from the group with Lifework Strategies.

D. **Goals for 2024** – Melissa Porter and Martina Lavrisha

- i. Partnering with other stakeholder groups.
- ii. Eldercare Subsidy Pilot
 - a. <https://www.whitehouse.gov/briefing-room/presidential-actions/2023/04/18/executive-order-on-increasing-access-to-high-quality-care-and-supporting-caregivers/>
 - b. Melissa said that AADCC could partner with the Child Care Board to explore more about the subsidy program.
 - c. FSA Dependent Care <https://fsafeds.com/explore/dcfesa>
- iii. EDI and Employee Resource Group's
- iv. Sponsor fitness activity with Wellness (Tai Chi, Ping Pong, or Pickle Ball)
- v. Senior Service Project
 - a. Sent to Dr. Bernard
 - b. Cooper suggested some other names from NIA.
- vi. Retirement Options to be discussed by OHR at June 2024 meeting.

vii. **AADCC Organization**

- a. Use of Microsoft Teams for meetings, document filing, correspondence, color schedule of Adult Care Support List Serve posting on Teams Site.
- b. Susan Borst will investigate the listserv numbers and increase over the years.

V. Committees – Martina Lavrisha & Melissa Porter

A. Committee members are asked to sign-up for subcommittees listed below. The subcommittees will meet between the committee meetings.

- i. **Communications: Manage listserv, develop flyers, develop email correspondence, develop articles for newsletters**
 - a. Jessica Mack volunteered but wouldn't be able to lead. Cooper, Jill, Martina, and Gary
 - b. Article submitted for News2Use on Elder Coaching Resources. Michael Bruins is the contact.
 - c. April article will focus on financial health.
 - d. NINDS Newsletter
 - e. NIH Employee Intranet – Julie Morton
- ii. **Webinars & Resources: Develop topics and looking at data.**
 - a. Dan Xi and Mike Lindquist
 - b. Dr. Patricia Fletcher – HR Primary Portfolio Aging Strategist
 - c. EDI Employee Resource Group – Emma Kaufman
 - d. Subsidy for eldercare services with the Cares Act of April 2023 as eldercare services now covered under FSA up to \$5000.
- iii. **Membership: Mark & Mike**
 - a. Three members finishing after this year. Cooper, Jill, Martina. New co-chair will need to be selected. The membership drive will take place in the fall. Reminder that the committee must have a minimum of 9 members.

VI. Adjournment

The next meeting will be June 18, 2024