

**Aging and Adult Dependent Care Committee  
(AADCC)  
December 13, 2022  
WebEx  
2:00 PM to 4:00 PM**

**Attendees:**

Sandra Scarbrough	Cooper McLendon	Melissa Porter
Louie Brennan	Chris Gaines	Mark Rubert
Maggie Fletcher	Martina Lavrisha	Leon Reynolds
Jill Bartholomew	Debbie Henken	Dan Xi

**I. Special Guest: Sandy Scarbrough, Office of Strategic Management and Planning**

**A.** Sandy Scarbrough led the group through a formal mindfulness meditation and breathing session. Mindfulness is a process of active, open, and nonjudgmental awareness. Studies have shown that mindfulness can reduce stress and enhance wellbeing. There are different ways of mindfulness both formal and informal. Formal mindfulness can involve meditation while informal can involve being mindful outside of meditation while undertaking daily activities.

**II. September 2022 Meeting Minutes Review and Approval**

**A.** Cooper McLendon approved the September minutes and Mark Rupert seconded the approval. Dan Xi also approved. No one opposed.

**III. NIH Wellness Updates: Chris**

**A. Analytics Report**

**i.** Currently working on a website analytics report that will be shared with the mental health and wellbeing action team. The analytics report will give an overview of site traffic at the Wellness@NIH website along with the Fitness and Wellbeing page, Facebook page, and Worklife@NIH page. Once report is complete. Chris will share with the committee and list the ranking of the AADCC page compared to the other pages.

**B. Wellbeing Ambassadors**

**i.** Reappointed 22 of the 27 IC Wellbeing Ambassadors. Working on finalizing the last few appointments through the executive office of those IC's. Chris is expecting a meeting in January of February with those ambassadors.

**C. Benchmark Best Practices Survey**

**i.** The Health and Wellness council is putting the final touches on the Benchmark Best Practices Survey. The survey is and IC inventory of wellbeing support being managed in the IC's. The report will be shared with all stakeholder groups and executive officers identifying specifically what supports are available. The survey has received 26 of 27 responses so far.

**D. Wellness@NIH Website**

- i. The Wellness@NIH Website will be included with the ORS website changes. This will give the website a different look and a better way to showcase the AADCC webpage and share the information. Hopefully streamlining the process.

#### **IV. ORS Updates: Tammie**

- A. Tammie was not able to attend this meeting. She will send her update via email to Melissa and Martina.
  - i. Martina stated that in the July meeting that the group was seeing feedback from Lifework Strategies regarding satisfaction with their services. There was some feedback from persons on the listserv that when they called there were only redirected to call other individual offices but not giving a phone number.

#### **V. Social Media: Chris, Tammie, Melissa, Martina**

- A. The Facebook page and Twitter feeds have had a variety of postings. Chris stated that the Facebook page membership page is growing. Forward anything that you want to share to Stacy Rios. Melissa has been sharing tweets regarding elder coaches. There have been no changes from senior staff regarding Twitter and new changes that platform has.
- B. The AADCC committee website link has been added to the HR page under family services information.

#### **VI. Membership Drive/Applicants**

- A. There are four seats available to fill. Two new candidates would be sufficient. There was a Q and A session that some people attended. There are currently two candidates that both appear strong. Both can be invited to the February meeting.
  - i. Jessica Mack, Data Specialist, NINDS
    - a. Cared for father when he was ill. Interested in helping others facing caregiving for parents or special needs realities.
    - b. Martina spoke to her. Jessica is great about sharing resource information to the listserv.
  - ii. Jose Guerrier, Scientific Review Officer, CSR/DABP/SCIL
    - a. He is Haitian and his name is pronounced with a hard J. Mark has known him for 30 years. He is currently caring for his mother and mother-in-law.
- B. Melissa proposed a rolling membership. This could help bring new members on board for review. They could be invited to meetings. Melissa thinks that this could stabilize membership. There was one other applicant. Shilpa filled out all the forms in the spring but could possibly be on sabbatical and no one has been able to get into contact. This is where a rolling membership could be helpful. Mark thinks both a rolling and yearly membership drive would be helpful. Melissa will check the charter to see if there is a max amount of committee members. She thinks 12 would be an ideal number.
- C. The committee is losing Joe Balintfy due to personal reasons, Dede Rutberg due to being a White House fellow, and Carla Mells.
- D. Jill Bartholomew voted to approve the new applicants and Mark Rubert seconded. Both Jessica and Jose will be new members of the committee. Melissa and Martina will reach out to them. The group will hold an electronic vote on Shilpa if Martina can get in touch with her.

#### **VII. Senior Project: Dan, Martina, Melissa**

- A. Dan has developed the concept of the Senior Project. The purpose would be improving NIH service programs to meet the need of the increased NIH aging workforce. There was a list of 10 questions related to health care and service program for NIH senior staff. If committee members have any other questions they can reach out to Dan. The document is on the committee team site for review. Debbie thinks that NIH has exit interview questions that she will track down and see if there are some questions that overlap or use some of the exit interview questions for the Senior Project. Attempting to interview Dr. Fauci may have some extra steps by going through ORS senior staff and OMB or other approvals. Chris will do some research and let the group know. Melissa set an end of the week on December 16 as a deadline for additions to the list of questions or interviewees. The goal is sharing the value and long-term wisdom of aging at NIH.

#### **VIII. AADCC 2022 Goals Review – Martina & Melissa**

- A. Webinars -4 – on NIH calendar of events (Transaction: Preparing for adulthood life 4/21/22; Oral health disparities in the aging population 5/25/22; Caregiving: supporting yourself while you support others 8/12/22; Eldercare: How to Plan for the Unexpected, the Unknown, and the Uncertain 8/18/22; helps promote resource & referral services, adult care support list serv, visits to the AADCC website/wellness website
- B. Promoted elder coach/resource & referral services
- C. Partnering with other stakeholders; Resources to Help you Thrive uploaded with links
- D. Increase awareness through Social media – Twitter, Facebook, Wellness Newsletter articles, added AADCC to HR site, adult care support list serv, NIAID wellness fair, NIH calendar of events, Resource & Referral Services posted in Housekeeping/Materials Management in CC and sent to members to send to their respective institutes
- E. AADCC Branding and communications talk
- F. QR Code for Vaccinations schedules placed on AADCC website
- G. FEVS data review; resource and referral service data review; employee satisfaction with resource referral services
- H. The committee was recognized with an NIH Directors award
- I. Implicit Bias training was updated to include an elder person in a scenario
  - i. The group is unsure of the year this was done or if it was included in last year's letter

#### **IX. Travel Accommodations with COVID: Deb**

- A. Debbie Henken shared a concern regarding a travel experience that she had and thought that it was something the committee could look in to. She attended a meeting in June and was unable to have a direct flight. The flight return took her 30 hours including an overnight in Chicago due to a canceled flight which she ended up testing positive for covid once she returned home. On a follow up travel, she was denied a special accommodation for direct flights stating that age in and of itself does not require special accommodation.

Debbie wanted a group discussion that if employees are asked to go to meetings as part of their work. Shouldn't age also be used as part of the special accommodation approval. There is a Department of Labor group of experts that have gone over the law and potential accommodations. Their interpretation is age is not a reason for special accommodation as well as being a parent and having direct flights to get home to kids is not a reason for special accommodation. There must be an underlying condition such as anxiety of hypertension.

Martina thinks it would be worth it to write a letter from the AADCC Committee and send it up the chain to start a discussion with senior staff. The decision does not fall solely on

NIH but NIH can offer a recommendation to HHS and above. Including retention of older workers being used as a reason for the policy change including aging workers at a higher risk of Covid. It wouldn't change policy overnight but could lead to other changes that could also help long term. A summary document could be sent to the NIH Office of Equity, Diversity, and Inclusion and see their response. Also having Tim Tosten, the Associate Director for Program and Employee Services give it an objective look.

There are three levels of travel regulations GSA/CFR, HHS, and NIH. Code of Federal Regulations and this process would mean a change to the CFR. The CFR is below.

<https://www.ecfr.gov/current/title-41/subtitle-F/chapter-301/subchapter-A/part-301-2/section-301-2.5>

**Next Meeting on Tuesday, February 21, 2023**