

Aging and Adult Dependent Care Committee (AADCC)
February 18, 2025, Minutes, 2:00 – 4:00 PM
Microsoft Teams

Attendees:

Melissa Porter
Mark Rubert
Rachel Doherty
Kathel Dunn
Sharon Gilles
Valerie Gregorio
Debbie Henken
Mike Lindquist

Jessica Mack
Dan Xi
Susan Borst
Tammie Edwards
Gregg Nelson
DeAnna Knox
Leon Reynolds
Linda Owen

Judith Perez-Caro
Jenny Jones
Maggie Fletcher
Ann Stephan
Elizabeth Barr

I. Welcome and Introductions

Ms. Melissa Porter opened the meeting welcoming members, guests, liaisons, and announced there would be an abbreviated session. Ms. Leslie Pont was scheduled to open our meeting with a mindfulness exercise and Wellness Resources but encountered a scheduling conflict today. It was announced that meetings are open, and all are invited to join these quarterly meetings.

II. ORS & Child and Family Programs Updates– Gregg Nelson / Susan Borst

Mr. Gregg Nelson, DATS Branch Chief, shared updates from the ORS Team. Gregg oversees 3 programs within the DATS Branch; Child and Family Programs which supports the AADCC, Wellness Program and Food Services. Mr. Nelson's plan this year; to learn more about the important ORS stakeholder groups, their charters and operations, and advisory support to NIH leadership, and promoting partnership to show our ORS commitment to this group to support the works of the AADCC.

Ms. Susan Borst welcomed new staff member, Ms. Jan Tortarella to the Wellness Team. Ms. Leslie Pont and Ms. Jan Tortarella hosted a Wellness Retreat in January 2025 to welcome the Wellness Council and Well-being Ambassadors. Ms. Borst looks forward to partnership with the Wellness Group and hopes we can build resources for this AADCC group. Ms. Borst reviewed the future Lunch & Learn webinars schedule hosted by LifeWork Strategies on the third Thursday of each month from 1 – 2 PM. She invited the committee members and guests to attend the February 20th webinar, Raising Thriving Kids in a Tech-Saturated World mentioning that the content is well-suited for all technology users.

Take Your Child to Work Day is scheduled on Thursday, April 24, 2025, from 9:00 am to 4:00 pm. This special NIH event shares the discoveries of science with in-person interactive activities designed for curious minds. Earth Day activities and events will be offered on the Bethesda Campus and will complement the day's events. Virtual and prerecorded activities will be available for remote workers and employees from other NIH locations. Important registration dates are, Pre-registration on March 17 @ Noon, Registration- Phase 1 on March 25 @ Noon, and Registration- Phase 2 on April 1 @ Noon. For additional information or questions and to volunteer, please contact Ms. DeAnna Knox.

Finally, Susan reminded anyone attending the meeting who wishes to be added to committee work to email her so she can update this information.

Melissa Porter asked if NIH listserv communications have been lifted and whether information is able to be shared after previously being restricted. Susan announced that all communications have been restored but must be reviewed by ORS before posting to NIH listservs. Please sent postings to Susan and she will post after approval is granted.

III. Approval of AADCC Meeting Minutes - December 19, 2024

A motion was made to approve minutes by Mr. Mark Rubert, and the motioned was seconded by Ms. Melissa Porter. Minutes were approved by a majority of voting members with one correction, name of Valerie Gregorio recorded incorrectly.

IV. Updates

2024 AADCC Annual Report – Ms. Melissa Porter reported that a draft was sent out for review by committee members before finalizing and routing to ORS Leadership. Please provide feedback, comment, and edits before Friday, February 28 to co-chairs. This year, a more formal report has been written, and we are shifting away from an abbreviated letter submitted during times of COVID. Melissa commented that a full report is a more effective way to communicate the full breath of the committee's efforts, and we will resume this communication moving forward.

Peer Group Support through EAP – Ms. Ann Stephans mentioned that EAP is very busy supporting the NIH workforce returning to campus. Anne is interested in supporting this idea and as they understand shifting work responsibilities, she would like to re-visit the possibility of facilitating these groups once a month with Mr. Mike Lindquist.

AADCC Listserv Postings and Calendar – Mr. Mark Rubert thanked Ms. Martina Lavrishia for posting the ADDCC ListServ Calendar. Ms. Jessica Mack agreed to meet with Ms. Lavrishia to post the calendar for committee sign-ups. Members should sign-up for monthly submissions to ensure good activity and useful information.

V. Reports & Working Groups

Membership Group- Mr. Mike Lindquist reported that Maria Garcia has moved agencies so she will no longer be a AADCC voting member. Please consider speaking with others you meet about joining a meeting and thinking about becoming a member. Personal referrals are the best recruiting effort. Please send names to co-chairs and Susan Borst for meeting invitations. A fall membership recruitment campaign is being considered.

Collaborative Resources -Senior Leadership Project – Ms. Dan Xi will continue to lead the project interviewing NIH Senior Leaders to learn about their job roles and provide feedback on their experiences working at the agency. If you are interested in assisting to locate interviewees, conduct interviews, achievement results, please contact Dan and join the effort.

Communications Group- Ms. Melissa Porter reported that if one of the AADCC committees interests you, please be willing to more actively serve. Please let Melissa, Mark or Susan know of your interest areas. As previously announced at the December meeting, Ms. Porter and Mr. Rupert terms will end in December 2025. New committee leadership is needed and mentorship for the upcoming June 17, September 16, and December 16 meetings are encouraged.

Ms. Melissa Porter invited Ms. Tammie Edwards to add any comments or contributions before closing the meeting. Ms. Edwards thanked everyone for the work they have done and the work they will continue to do. The timeliness of this committee's work is important as we experience many changes in the NIH workforce and providing resources to the NIH community is especially important. Ms. Edwards congratulated the AADCC committee on the re-commissioning of the AADCC Charter and welcomed new committee members, Dr. Kathel Dunn, Ms. Rachel Doherty, and Ms. Valerie Georgio. Ms. Edwards will continue to invite Senior Leadership, including Ms. Colleen McGowan, Mr. Tim Tosten, Mr. Jay Day to attend the quarterly AADCC meetings and share their vision for this stakeholder group.

VI. Open Space for Comments/ Contributions –

Mr. Mike Lindquist asked if there is a way to put out communications for people who are caregivers for loved ones with helpful strategies, share options, things to consider during return to work, and addressing the seismic changes for those who are caregivers to others. Mr. Mark Rubert suggested outreach to EAP and Ms. Borst shared the Back-up Care link and resources available for federal employees and fellows/trainees. Ms. Porter also spoke of the Resource and Referral Services are available for childcare, eldercare, self-care, mildly ill care, and referrals can be sorted by zip code information.

Dr. Kathel Dunn shared dis-satisfaction with a recent Identity Theft Consultation and asked if others have had difficulty with the quality of consultations. Ms. Debbie Henken and Mr. Mark Rubert also expressed shortfalls in expectations. Ms. Borst offered to follow-up with Dr. Kathel Dunn, Mr. Mark Rubert, and Ms. Debbie Henken who have all had negative experience with LifeWork Strategies. Mr. Mark Rubert mentioned his need for a repeated call to meet his expectations and it helped to resolve his personal situation.

Ms. Jenny Jones mentioned her positive experiences with EAP Services and mentioned their recorded webinars were very helpful to her during a recent family member loss.

Announcement and Adjournment

Ms. Melissa Porter reminded all attendees of the next meeting is Tuesday, June 17, 2025, from 2:00 – 4:00 pm. She wished everyone good health and to seek support services as we navigate the many new challenges in our workforce environment.

2025 AADCC Meeting Dates, 2-4pm

February 18, 2025
June 17, 2025
September 16, 2025
December 16, 2025