

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

December 19, 2023

Microsoft Teams

2:00 PM to 4:00 PM

Attendees:

Louie Brennan	Martina Lavrisha	Melissa Porter
Susan Borst	Debbie Henken	Dan Xi
Mark Rubert	Mike Lindquist	Cooper McLendon
Tammie Edwards	Jessica Mack	Donna Easterday
Leon Reynolds	Jill Bartholomew	Katherine Rhoderick-LWS
Joe Balintfy	Tonya Lee	Michaela Chornock-LWS
Ann Stephan	Jenny Jones	
Shilpa Amin	Alisa Turner Augustyn	

I. Welcome and Introductions

A. Melissa welcomed everyone that is joining the open session of the meeting. Nothing that the were be a closed session at the end for voting members only.

II. Presentation – LifeWork Strategies – Katherine Rhoderick, Director, and Michaela Chornock Account Manager

A. Katherine Rhoderick and Michaela Chornock are from LifeWork Strategies

- i. LifeWork Strategies offers a resource and referral service. Only the legal service has a time limit. It is helpful to have an outline of questions you would like to ask ahead of time making the intake process shorter.
 - o Child Care Resources
 - o Adult/Elder Care
 - o Financial
 - o Legal: Free 30-minute consultation on legal matters except involving employer. Local referrals and discounts on additional services as needed.
- ii. The first three quarters of 2023 had approximately 478 cases with the majority involving childcare, legal, and elder care. This is a decrease from previous years which could have caused by NIH limiting global emails.
- iii. Family Education Services include webinars and support groups. LifeWork Strategies hosted two webinars with collaboration with AADCC.
 - o April 2023 “Understanding and Advocating for School Aged Children with Special Accommodations”
 - Registrants: 75
 - Participants: 28
 - Recording Views: 12
 - Survey 4.5/5
 - o August of 2023 “Embracing the Later Years with Dignity and Fulfillment”
 - Registrants: 213
 - Participants: 115
 - Recording Views: 22
 - Survey 4.9/5

- iv. Planning of webinars are resourced from survey results and what is trending from subject matter experts. For April, LifeWork Strategies have spoken with Project Search on transition to the workforce for those with developmental disabilities. They are also working on a webinar with Sunrise Assisted Living. Upcoming webinars in 2024 are below.
 - January: Positive Parenting: A Gentle Approach to Discipline
 - Thursday, January 18 at 1pm
 - February: Raising Children Between Two Cultures
 - Thursday, February 15 at 1pm
 - March: Worry and Anxiety in Children and Adolescents: Using evidence-based strategies to help kids and caregivers cope during tough times
 - Thursday, March 21 at 1pm
 - April: TBD
 - Thursday, April 18 at 1pm
- v. Adult Caregiver Peer Circles were piloted in 2023 with a great level of success and feedback. They will be returning in 2024 in May for Older American Month and November for National Caregiver Month. Tonya Lee or Susan Borst are the points of contact for Peer Circles. Staff are encouraged to sign up for as many sessions as they can and share the information to others. If you cannot attend you are asked to remove yourself from the registration. There is a limit in the number of people that can join.
- vi. Parent and elder coaches can be reached via resources below.
 - niheldercoach@adventisthealthcare.com
 - nihparentingcoach@adventisthealthcare.com
 - www.LifeWorkStrategies.com

III. **September Minutes Approval**

- A. Dan Xi motioned to approve the September minutes. Mark Rubert seconded. No oppose. The September 2023 minutes are approved.

IV. **Updates**

A. **Membership Applications** – Mike Lindquist & Mark Rupert

- i. Melissa shared the current membership. Dan Xi and Deborah Henken membership expires in 2023 but they are renewing. Cooper McLendon, Jill Bartholomew, and Martina Lavrisha expire in 2024. Melissa Porter and Mark Rubert expire in 2025. Jessica Mack, Michael Lindquist, and Donna Easterday expire in 2026. There are three applications to vote on later in the meeting. Emails were sent out on the AADCC and Parenting listservs. Mike also used the peer circles for outreach.

B. **Work and Family Month Resource Fair**

- i. Webinar: Your Lifestyle Medicine – Dr. Adriana Pavletic on October 17 was well received.
- ii. Participants were surveyed on a consensogram about awareness of relevant resources. The good news is that more people are becoming aware of the AADCC. No one was aware of elder coach services and is an area to promote. Cooper put together a draft for a bookmark that has both elder coach and parenting coach. The bookmark would be an item that could be handed out when interacting with people about AADCC.

C. Peer Group Support Continuation – Mike Lindquist

i. Mike shared his experience with the six-week adult caregiver peer group in October and November. There was a facilitator from Adventist to start a topic. There were between four and 13 people that joined the sessions. Unfortunately, due to schedule conflicts some could not attend every session. Attendees thought a monthly meeting would be better. Tonya Lee stated the group was open to feedback on what the group felt is best and group feedback on best day/times each month would work best. Mike thinks having someone from AADCC to attend to share resources the committee has access to. Jessica Mack enjoyed the peer groups and met someone that was going through a similar situation. Melissa thought that using NIH resources in these peer circles could also help but Tonya said that EAP would be the best NIH resource. Tonya also thinks posting on the listserv to get speakers coming.

D. Senior Project Update – Dan Xi, Melissa Porter, Martina Lavrisha

i. Martina, Melissa, and Dan met with Dr. Brennan (NLM Director) on September 27, three days before retiring. The group did a zoom interview with 10 questions via MS Teams channel. Melissa thought it was a great conversation as Dr. Brennan noted not having a privacy policy was an issue. Also the current system does not having a good out for senior scientists that should retire but don't want to give up their work. A recommendation the committee discussed is for phased retirement and having senior scientist involved on some level but also making way for the next generation. Martina said that she has a friend that works part time as a nurse emeritus helping newer nurses in a fast-paced medical unit. The highlights from the interview are below.

- Need for more public communication on resources for employees and families, especially dental, substance abuse treatment, elder care, retirement recommendation, financial planning (TSP) class.
- Point person/office to help employees understand insurance and local providers, and medical service.
- Be transparent of privacy issues to allow all to attend seminars without having other staff note their presence, not list who is attending a virtual webinar.
- She worked at NIH for 7 years.
- A benefit of working at NIH was working with the smartest people in the world and making a real impact.
- The NIH provided healthcare services she found valuable or used were back up dependent care, EAP, and the fitness center.

ii. The committee feels that more interviews are needed to compile responses for a recommendation to leadership. The group has reached out to five persons so far and asked that suggestions of other senior leadership to interview be sent to Dan Xi.

V. Committees – Martina Lavrisha & Melissa Porter

A. When the AADCC first started, there were several sub committees to break up tasks that committee members could sign up for. During the pandemic the sub committees were changed to projects, but the workload shifted to only a few people. The co-chairs want to bring subcommittees back and are asking for these groups to meet once or twice during non-quarterly meetings to discuss a plan to help spread the work and report out at the full committee meetings. Deborah Henken mentioned a data and data collection committee but

that was more ad-hoc and Melissa didn't think there was enough data or work to do to keep it as a regular committee.

- 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 McLendon also volunteered.
- ii. Webinars & Resources: Develop topics and looking at data.
 - a. Dan Xi and Mike Lindquist
- iii. Membership
 - a. Mike Lindquist and Mark Rubert will volunteer when membership comes up again.
 - b. There is a PowerPoint that also needs to be updated for recruitment.

VI. Other Updates and Announcements

- A. Updates – Susan Borst
 - a. Lifework Strategies upcoming webinars are listed above.
 - b. DeAnna Knox will be the new Child and Family program specialist in DATS starting in January coming from the Department of Defense.
- B. Newsletters Submission Deadlines
 - a. Submissions can be sent to Susan Borst. Articles can be submitted that enhance or promote the work of AADCC. Announcements of events, changes in policy, health tips, new initiatives and programs, new team members, survey announcements, and consensogram information are all topics that can have articles developed.
 - b. News2Use Newsletter
 - i. January 8
 - ii. April 8
 - c. Wellness@NIH Newsletter
 - i. January 4
 - ii. April 8
- B. EDI Data Information Meeting – Melissa Porter and Martina Lavrisha
 - i. Martina, Deb, Mark, and Cooper met with Tamara Bruce and Shalendria Williams from EDI. The goal was to get data to identify trends and gaps so that recommendations can be made for employees that retire from NIH and caregiving purposes. The information can be difficult since IC's typically do their own exit interviews and don't share that information. Questions that were ask are listed below.
 - a. Average age of NIH employees?
 - b. Trend of typical retirement age?
 - c. Succession planning?

VII. Open Discussion

- A. Dan Xi asked if there was any follow up about collaborating with R&W to organize activities like ping pong or Tai Chi. This is a question is for Leslie Pont who is the Health, Fitness and Wellbeing Program Manager in DATS when it comes to coordination with R&W.

Tammie Edwards stated there is a plan in place to refurbish the tennis court on campus to pickleball court. Tammie has asked R&W to manage and schedule the court space.

B. Martina stated that they met with folks at EDI and OD regarding exit surveys and from the data they were shown, eldercare and childcare were at the bottom of the list. The most common reasons were promotion, higher salary, career change, inadequate resources. Most people leaving had been at NIH over 25 years. The surveys had a 30% response rate which is comparable to other agencies. A position was approved for an NIH wide aging special emphasis portfolio manager in HR. It would be a person that work with other agencies and also promote and advocate for aging services. Martina thought when you start at NIH you are overwhelmed with information that information should be shared during other times and why Work and Family Month and Health and Safety Month are great opportunities. EDI & OD staff recommended focusing on the employee life cycle versus when people retire and to have touch points to promote resources.

C. Jessica Mack brought up that with tax season around the corner, promoting the financial coach was a great idea as well. The listserv can be one opportunity. It was also mentioned about posting flyers near NIH Federal Credit Union but Tammie mentioned that the FCU has had a significant drop in people visiting their locations and could be a conflict of interest. There are table tents that can be used in the cafeterias that have been on hold due to covid but hasn't been revisited since. Tammie will revisit the table tent cards and let the group know. Jill thought that Melissa and Martina could attempt to contact Renata Miles and attend the monthly communication directors meeting and give an overview on the challenges faced in promotion of services. Jill also mentioned it should go in the report to Dr. Johnson.

VIII. Adjournment

IX. Closed Session – Voting Members Only – 3 new candidates voted to AADCC members

The next meeting will be February 20, 2024