

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

**February 26, 2019
Building 45, Conference Room D
2:00 PM to 4:00 PM**

Attendees: Ms. Jill Bartholomew, NCI, Ms. Agustina Boswell, NCI, Ms. Lynn Cave, NCI, Ms. Susan Cook, ORS, Ms. Brittany Dixon, OD, Dr. Deborah Henken, NICHD, Ms. Shuntrice Holloman, ORS, Dr. Chao Jiang, NIAID, Ms. Linda Kiefer, ORS, Ms. Martina Lavrisha, CC, Dr. Dawn Lea, NHGRI, Ms. Tonya Lee, ORS, Ms. Lisa Poe, NHGRI, Mr. Russell Mason, ORS, Ms. Cooper McLendon, NIA, Mr. Roy Wheat, NINDS, and Dr. Dan Xi, NCI

Guests: Mr. Timothy Tosten, Associate Director, PES and Mr. Chris Gaines, ORS

I. Welcome and Introduction of Members, Liaisons and Guests

II. 2018 Annual Report–

The 2018 AADCC Annual Report has been completed and was distributed to committee members. A copy of the report will also be available on the AADCC webpage:

<https://www.ors.od.nih.gov/pes/dats/childcare/Pages/Aging-and-Adult-Dependent-Care-Resources.aspx> .

III. Special Guest: Mr. Timothy J. Tosten, Associate Director, Program and Employee Services

Mr. Tosten stated that he read the annual report and the committee as a collective group far exceeded his expectations. He remarked that the group's ambitious approach for the first year in addressing the multi-complex issues of aging and adult-dependent care was clearly demonstrated in the report and the goals for 2019.

Mr. Tosten recognizes and supports the committee's focus on advertising the ORS Resource and Referral Services. In agreement that the service can assist the NIH community with a vast number of needs, he has directed his staff to engage Medical Arts in printing the infographic that the committee has created. Mr. Tosten remarked that it will be very useful at future outreach events and on the Division of Amenities and Transportation Services website:

<https://www.ors.od.nih.gov/pes/dats/Pages/index.aspx> .

Mr. Tosten stated that NIH has a unique workforce with multiple types of employment categories and roles. More data is needed to accurately assess and meet the needs of the NIH workforce to accurately assess and meet the demand for aging and adult-dependent care services. Mr. Tosten's staff has started a preliminary dialogue with the Office of Quality Management to replicate and enhance the 2012 Life@NIH Survey with a section focusing on aging and adult dependent care issues.

Mr. Tosten updated the committee on the transformation of the Health and Wellness Council (HWC). The HWC will be reduced from 27 voting members to 11 and there will be an application and

interview process for new voting members. Well-being Ambassadors will be appointed to maintain representation within all Institutes/Centers.

IV. Nursing Survey Results, Communications Workgroup

The Communications Workgroup surveyed approximately 1,159 nurses at the NIH Clinical Center. A notable finding from the survey was that few know about the ORS Resource and Referral Services. Awareness gaps also exist on important resources to assist the aging and adult-dependent care population. The survey validated previous trends from the 2012 Life@NIH Survey and OPM Work-Life Survey: the growing need to address elder care issues over the next five years and the lack of guidance/training for supervisors to discuss work-life issues with their employees.

V. 2019 Work Plan

Partnership

The Partnership Workgroup's 2019 work plan includes increased collaboration with partners such as Employee Assistance Program (EAP), the NIH Health and Wellness Council (HWC), the NIH Leave Bank, NIA, NINR, and NCATS. The workgroup will partner with the HWC to provide input and resources for enhancing the Wellness@NIH website: <http://wellnessatnih.nih.gov/Pages/default.aspx>. The workgroup will invite ICs to showcase their relevant research initiatives at upcoming wellness/caregiver fairs. It was suggested that a standardized talk be developed (in coordination with the Communications Workgroup) for committee members to share information about the AADCC and resources available for employees to use.

The workgroup will continue to partner with EAP to assess program use and identify gaps in aging and adult-dependent care resources, such as locating resources for aging parents who are unable to retire while continuing to care for adult dependents with intellectual and developmental disabilities.

Research Workgroup

The Research Workgroup presented their 2019 workplan. The workgroup will assist in developing questions for the 2020 NIH Work-Life survey to determine the best value of NIH resources for its aging workforce and the caregiving responsibilities of that workforce. In addition, the workgroup will review the NIH IC exit survey and the Work-Life@NIH supervisor training data to better understand the value of aging and adult-dependent care services. The workgroup will continue to review the NIH policies related to aging and adult-dependent care issues and identify awareness and gaps in resources.

Communications Workgroup

The Communication Workgroup's 2019 plan will include increasing awareness of aging and adult-dependent care programs by publishing articles and increasing presence on multiple social media outlets including Twitter chat. In addition, it will promote the ORS resource and referral infographic and disseminate information in alignment with monthly health observances. The workgroup will collaborate with the NIH Leave Bank and EAP about their effective marketing strategies. This workgroup will work closely with the Partnership Workgroup to explore effective alternative dissemination channels for aging and adult-dependent care resources, such as the Wellness@NIH website, and will work on developing relationships with communications contacts across the ICs.

VI. Discussion

The committee discussed the ORS Resource and Referral infographic next steps. The infographic will be taken to Medical Arts for printing. The committee will determine how to creatively disseminate the

infographic and other information to IC's. Committee members were encouraged to talk to their Executive Officers for resources to assist the committee.

A committee member suggested looking into subsidies for aging adults. The committee was informed the only subsidy currently being offered by the NIH is the Child Care Subsidy Program.

Workgroup coordinators will be setting up meetings in March to begin work on their respective 2019 workplans.

VII. Announcements and Adjourn

Work/Life@NIH: A Supervisor's Guide to Enhancing Workforce Well-Being has an upcoming session May 15, 9:00 am - 11:30 am. Committee members are encouraged to share the flyer for the training with their supervisors, coworkers, and communities.

2019 AADCC Meeting Dates:

May 7, 2019

August 13, 2019

November 5, 2019

December 10, 2019

Next Meeting: Tuesday, May 7, 2019