

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

**September 19, 2023**

**Microsoft Teams**

**2:00 PM to 4:00 PM**

**Attendees:**

|                |                  |                 |
|----------------|------------------|-----------------|
| Gary Morin     | Martina Lavrisha | Melissa Porter  |
| Louie Brennan  | Debbie Henken    | Dan Xi          |
| Susan Borst    | Mike Lindquist   | Stacie Rios     |
| Mark Rubert    | Jessica Mack     | Cooper McLendon |
| Tammie Edwards | Jill Bartholomew | Donna Easterday |
| Leon Reynolds  | Tonya Lee        | Linda Owen      |

**I. Welcome and Introductions**

A. Welcome to the new committee members. Donna Easterday, Jessica Mack, and Mike Lindquist.

**II. Presentation – Audio Description for Video Format, Gary Morin**

- A. Gary Morin is the National Cancer Institute 508 Coordinator and gave a presentation on audio descriptions. You can find information on Section 508 [here](#).
- i. Audio description provides spoken narration of visual elements in media, making content accessible to visually impaired individuals by conveying essential visual information, enhancing their understanding and enjoyment. Audio descriptions are available on most streaming services in the language settings. Audio descriptions are available for NIH live streaming events through a reasonable accommodation request.
  - ii. Audio description can be helpful to an aging population especially those with visual or hearing impairments.
  - iii. ORS offers Interpreting Services that also has a subcontract that offers, with a fee, description services. Gary also listed various videos that have been created by NIH that included audio descriptions by the Clinical Center, NCI, NEI, NIA, NICHD, and NLM.
  - iv. Gary will share his presentation with the committee, and it will be added to the Teams page.

**III. February Minutes Approval**

A. Mark Rupert motioned to approve the February minutes. Dan Xi seconded. The June 2023 minutes are approved.

**IV. Reports and Updates**

- A. ORS/DATS Updates – Tammie Edwards
- i. Tammie wanted to thank Melissa and Martina for their leadership and is looking forward to the goals and work plan for the group in the coming year.
  - ii. Rusty Mason who was the Amenities Branch Chief has taken another position with NOAA. Tammie will be acting as the Amenities Branch Chief until a new person is appointed.

B. Wellness Council – Stacie Rios

- i. The <https://wellnessatnih.ors.od.nih.gov/Pages/default.aspx> has been updated to be easier to read. There is a link to Aging and Adult Dependent Care under the “Work-Life” tab. It is also in the footer under “other resources”. The new layout streamlines the process of finding resources.
  - ii. There is also a [Wellness@NIH](#) Facebook group that can be used to share events and wellness resources. It is a private group that you must answer a few questions to prove that you work at NIH.
  - iii. The Health and Wellness Council will be happy to co-sponsor any upcoming events. The engagement and outreach points of contact are Beverly Jordan and Andrea Keane-Myers.
  - iv. Martina will send a membership drive blurb for Stacie to post on the various pages.
  - v. There are also opportunities to partner with a variety of the clubs on campus with a list available at the R&W website <https://govemployee.com/nih/rw-services-membership/clubs-organizations/>. Dan mentioned a ping pong tournament or some other event besides running to raise awareness. Martina thought it could be a good goal for 2024 something less competitive for people that are older.
- C. Safety, Health & Wellness Day – Martina Lavrisha
  - i. Martina attended the Safety, Health & Wellness Day in June. Unfortunately, it was a warm day with poor air quality and the event ended at noon. She also attended the NIH Research Festival in September. The event was well attended. Martina found treats lure people to your table. Financial services were a popular topic with fellows and 1-1 interactions was the best method to increase awareness of services.
- D. Work & Family Month Resource Fair – Oct 25, 2023 from 10am-2pm– Susan Borst
  - i. There will be a shared table for the AADCC. Committee members are needed to staff this information table for the duration. The plan is to have a consensogram which has been used in the past. It is a great way to gather information. Melissa shared the questions that were used in the past. Below are other suggestions.
    - a. Elder Coach
    - b. Workplace Flexibilities linking to dependent care
    - c. Adult and Elder listserv
    - d. Retirement Services
    - e. Adaptive Equipment
    - f. Cost of care for adults or children with needs
  - ii. AADCC Sponsored Speaker for Work & Family Month
    - a. Your Lifestyle Medicine with Dr. Adriana Pavletic on October 17 at 1pm
  - iii. Other details can be found [here](#).
- E. 2022 AADCC Annual Summary Report – Melissa Porter
  - i. The 2022 AADCC Annual Summary Report response has been received. Melissa will add it to the Teams site.

**V. AADCC Website Updates – Martina Lavrisha & Melissa Porter**

- A. Website updates are ongoing. Committee members are asked to continue to check the website for any updates. Gary stated that the AADCC website content was not completely 508 compliant. He was willing to be a resource. Martina was looking for volunteers to speak with Gary to develop an action plan that can be given to Louie to make the updates. No one volunteered during the meeting.

## **VII. Other Updates and Announcements**

### **A. Membership Drive – Melissa Porter**

- i. It was decided during the last meeting to go to a rolling membership. Melissa believes that a fall membership drive with a goal of returning membership to once a year. Both Debbie Henken and Dan Xi have terms that were expiring this year but they both decided to renew.
- ii. Melissa wants to have a membership work group again. Mark Rupert and Mike Lindquist volunteered to assist.
- iii. Advertising during September and October of 2023.
- iv. Applications will be kept in the Microsoft Teams Membership folder.
- v. Committee reviews applications and interviews candidates November/December 2023.
- vi. Deadline for applications of November 15, 2023.

### **B. EDI Data Information Meeting – Melissa Porter and Martina Lavrishia**

- i. Melissa and Martina 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?
  - d. Retirement trends and eligibility?
- ii. Tamara suggested using FedScope which is data that is publicly available as well as Civilian Equity Survey. Tamara said that she would investigate if NIH is hiring a NIH wide aging portfolio strategist who would promote aging interests for all the institutes. She also suggested forming a workgroup with Kevin Williams of EDI and National Institute of Aging and other programs that have a vested interest in aging including AADCC.

### **C. Potential Committees – Melissa Potter**

- i. It was suggested to go back to workgroups verses subcommittees due to challenges faced before. The goal being to make the work groups more project based. The suggested workgroups are listed below. The workgroups would meet between the quarterly committee meetings then give updates at the quarterly meetings. Melissa and Martina will send an email to the committee to ask for volunteers. There will also be a work plan for 2024 discussed at the next committee meeting.
  - a. Membership
  - b. Communications
    - i. Manage listserv.
    - ii. Develop flyers.
    - iii. Develop email correspondence.
    - iv. Contribute articles for various newsletters.

### **D. Senior Project Updates – Dan Xi**

- i. Three times a year the group will interview an NIH senior staff member over the age of 55. A list of pre-prepared questions will be sent to the interviewee. The information will be shared on the AADCC website or other NIH publications. Dan shared the questions that have been developed. She also included the list of people that have been invited and those that will be invited. A survey could be developed so that answers could be anonymous but that would most likely need OMB approval.
  - a. Mark stated that senior staff may not be checking email and that having someone that has direct contact would be helpful. Possible going to senior staff that have already retired.
  - b. Question 5 on the list “What Health care services would you wish NIH provided?” has services that NIH already provides. This question will need to be updated or asked if they are aware of the resources.
  - c. Martina said the Director of the National Library of Medicine is retiring soon and could be interviewed. Jessica also said that the NIH Office of History has a project that they interview persons that are retired or retiring. They could be a great resource too.

#### **VIII. Open Discussion**

- A. The Wellness@NIH Newsletter submissions are due October 2 to Susan. The previous article on AI that was submitted during the summer was not published.
- B. The August 17 lunch and learn in collaboration with AADCC on Eldercare Simulating Mind Growth Well-being and Creating Purpose was well attended. 199 registrants and 100 attendees.
- C. Eldercare topics are offered in April and August. Susan is planning for 2024 so please send her your topic suggestions. She will share with LifeWork Strategies so that can find subject matter experts.
  - i. Dan suggested a webinar on hearing, vision, and dental health. Martina included sensory deprivation as an additional topic.
  - ii. Melissa suggested a webinar focusing on respite. Martina supported the topic as would address needs of younger and older caregivers.
  - iii. Parkinson’s or other degenerative conditions.
- D. Upcoming Lunch and Learns. You are encouraged to register even if you can’t attend in person so that you can view the recording.
  - iv. Parenting Burnout: Parenting from an Empty Cup
    - a. October 19, 1pm
  - v. Unlocking the Teenage Brain: How Parents Can Use Brain Science to Guide, Support, and Connect with Your Teen
    - a. November 16, 1pm
- E. Committee members are encouraged to attend the Work & Family Month Resource Fair located in the Building 10 South Lobby on Wednesday, October 25 from 10am-1pm.
- F. Jenny Jones who is a NIH Wellness Ambassador invited Martina to represent AADCC at the NIAID new Employee Orientation to give a 10 minute presentation and promote the services.
- G. Next meeting will have LifeWork Strategies Statistics Report including eldercare services.

#### **X. Adjournment**

**The next meeting will be December 19, 2023**