

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

**May 19, 2020
WebEx
2:00 PM to 4:00 PM**

Attendees: Ms. Carla Alvarez Mells, OCPL/OD/NIH; Ms. Faith Apeti, ORS; Ms. Jill Bartholomew, NCI; Mr. Louis Brennan, ORS; Mr. Virgilio Bundoc, NIAID; Ms. Susan Cook, ORS; Mr. Christopher Gaines, ORS; Mr. Ryan Gonzales, NIDDK; Dr. Deborah Henken, NICHD; Dr. Chao Jiang, NIAID; Ms. Linda Kiefer, ORS; Ms. Martina Lavrisha, CC; Dr. Dawn Lea, NHGRI; Ms. Tonya Lee, ORS; Ms. Sonia Marable, NIAID; Ms. Cooper McLendon, NIA; Dr. Lisbeth Nielsen, NIA; Ms. Brittany Patterson, OHR; Ms. Melissa Porter, NCI; Dr. Mark Rubert, CSR; Ms. Dede Rutberg, NIDCR; Dr. Elka Scordalakes-Ferrante, NIDCD; Ms. Anna Verschoore, ORS; Dr. Dan Xi, NCI

I. Welcome and Introduction

II. Special Guest: Ms. Susan Cook, Director, Division of Amenities and Transportation Services

Susan Cook, the Director of Amenities and Transportation Services, attended the meeting to address the group on behalf of Colleen McGowan who is the Director of the Office of Research Services.

III. Ted Med Video

Tonya Lee shared a Ted Med video as inspiration for what brings many of us to the committee and possible insight on moving forward. The group was asked to watch the first seven minutes of the video and provide feedback.

The group agreed that the point of turning elderhood and elderly into a more positive term. That when the committee was created that there was difficulty in naming the committee so that it didn't sound like a negative. [Watch the video here.](#)

IV. 2019 AADCC Annual Report

- A. The 2019 AADCC Annual report was sent to the group on Monday, May 18. The report gives an overview of the last three years of work from the previous committee. The report is currently with Colleen to review then will be sent to Dr. Johnson for review once Colleen approves. The new committee was sanctioned under a new charter in December 2019 with Dr. Johnson as the sponsor.
- B. Recommendations are outlined in the cover letter on page two. The committee will assess the recommendations with the resources available and prioritize how best to move forward.
- C. The workgroups can start messaging campaign that elderhood is not a bad thing along with other positives such as quality of life for aging adults.

V. Communication Workgroup

- A. Carla Mells and Joe Balintfy went over the workgroup goals and work plan they would like to focus on. The communications group broke down into subgroups to tackle the six major tasks.
 - i. Workplan consist of six major tasks.
 - 1. Develop Strategic Communications Plan
 - 2. Provide Feedback for ORS web design
 - 3. Update and post content on the NIH adult listserv on recurring basis.
 - 4. Promote the aging and adult infographic.
 - 5. Increase presence on social media.
 - 6. Explore channels for sharing resources.

- ii. Strategic Communications Group
 - 1. The Strategic Communications Group developed a task plan that will be a living document to plan, implement, and track progress.
- iii. Web Design Group
 - 1. This group has not had a chance to meet yet but have individually checked the website and will discuss their findings when they meet. The website redesign has an end of summer timeline for completion.
- iv. Listserv Group
 - 1. The listserv group participates in weekly meetings to develop content that will be sent through the listserv. This can include upcoming lectures, scheduled observances, and promoting NIH resources.
- v. Promote Group
 - 1. The promote group will be working on strengthen existing partnerships and cultivating new partnerships. This group has been sending quarterly emails to well-being ambassadors. They will also identify methods virtual and digital dissemination of AADCC information infographic.

VI. Research Workgroup

- A. Melissa Porter and Mark Rupert went over the goals and work plan for the research group. Two of these tasks and goals overlap with the communication group.
 - i. Workplan consist of five major tasks.
 - 1. Survey analysis of data from the 2020 Life at NIH Survey.
 - 2. Create a plan to assess, monitor and evaluate current ageing and adult-dependent programs and services annually.
 - 3. Conduct an external environmental scan of resources and tools.
 - 4. ORS website redesign
 - 5. Explore channels for sharing resources.

VII. NIH ORS Resource and Referral Services

- A. Ms. Treverne Brown-Thomas and Ms. Kathleen Crowley presented on behalf of Adventist Healthcare LifeWork Strategies. Their mission is to create customized, innovative and engaging solutions for workplace well-being.
 - i. The service is voluntary and confidential
 - ii. Completely free to all NIH employees, trainees, contractors, and their household members are eligible.
 - iii. Free access to work/life specialists for adult-elder care, financial, and legal professionals.
 - iv. The resources and sub-contractors that are used are all vetted by the company.
 - v. There were 503 resource and referral cases in 2019. LifeWork Strategies prepares data for NIH every quarter which are broken down into a variety of specifics.
 - vi. LifeWork will be taking part in upcoming 2020 activities at NIH.
- B. Tonya will share the full data report with the workgroups. The contract will be awarded in January 2021.

VIII. Open Discussion

- A. Committee members were asked to send follow up questions to Cooper, Jill, and Tonya for follow up.

IX. Announcements and Adjournment

The next meeting will be July 28, 2020