Nisonger Center - UCEDD
Executive Committee 1/10/11

Attending: Dr. Tassé, Dr. Ratliff-Schaub, Dr. Rabidoux, Dr. Aman, Maureen Meck
Meeting convened at 12:04 p.m. - 357B McCampbell Hall

Agenda

Informational: 10 min.

Mission-Area UPDATES: 15 min.
- Education/Training (Rabidoux)
- Service (Ratliff-Schaub)
- Research (Aman)

Discussion: 65 min.

- Retreat/Strategic Plan – update
- Update Hires/Searches
- Regional Self-Advocacy Summit
- Priorities for Development/Fundraising
- Administration succession planning – follow-up
Minutes

**Informational:**

- 1/11 Autism announcement
- 1/19 All Staff; brown bag (Aging and Down Syndrome). Amy will provide a calendar.
- No new space updates since Leadership; one of the six rooms will be a nurse’s station (physical exam room). EC will review space gained to see if we will be gaining a room with a sink, 394?

**Mission Area Updates:**

- **Education/Training:**
  - LEND Grant; Current funding is $500,000, average ‘next’ cycle should be $600,000, up to $1 Million (we will be increasing the number of trainees and addressing areas to gain a discretionary edge). If we stayed as we are (ie. # of trainees), we should expect $700,000. Requested more doc and post-doc students. Writing to add Susan Havercamp, a biostat trainee, Sherry Thomas (NW region addition); explore options for collaboration with adjacent Universities; added some of Steve’s time, added MPH degree as an option for long-term trainees.
- **Service:**
  - Will begin billing private insurers – Andrea/Susan credentialing not yet completed.
  - Williams/Johnson must have a faculty appointment. According to Betsey, Williams needs to be credentialed and Johnson does not. Move forward – Maureen will contact Johnnie and ask her to move forward with credentialing for both. New Psychiatrist will pick up some of the load but not the entire load.
- **Research:**
  - Final version of cover letter, registry form is not yet finalized. Mike will run it by Sherry and it will be sent out. Mike will work with Diego in the Dental clinic.
  - working to schedule database meetings with Dual Diagnosis and ECE, hopefully this month. CDAR system will enhance demographic information.

**Retreat/Strategic Plan – update**

- Doodle: Please complete asap to confirm 2011 Leadership Retreat date.

**Update Hires/Searches**

- **ECE Director:** MOU is being ‘tweaked’; faculty/tenured position in EHE – we have advertised as program director and faculty position. We will narrow the field once candidates have been identified. Meeting in December – College of Education agreed with terms of the MOU, Lori has been working with Maureen. Have obtained a couple of CV’s & Letters of Reference; ads have all been sent. 2 have ‘formally’ submitted CV’s.
• **Dental**: Diego Solis. 2/22 – 2/23 Bohaty visit to do an external review of the Dental Program; to be done prior to the hire of a new Director. Paula would like to meet with her to discuss the interaction with the LEND Program.

• **Psychiatrist**: Erickson visit 12/17; Jessica Hellings may be coming for a 2nd visit; would like to move forward in making an offer to Erickson. 80/20; would be working with Research; view him as the next Gene Arnold. He had interesting suggestions in growing the clinical program and liked the presence of Psychology. Mike Aman will reach out to him to discuss support system, Marc will talk with John to discuss the offer. NCH really liked him and thought he would fit in with the current clinical structure. More to follow.

**Regional Self-Advocacy Summit:**

• Invitation to host summit; format similar to ACT Early Summit, WI, MI, IN OH VA, PA,

• Confirmed date - April 28-29

• State team (9 to 12 individuals; one DD Council, 1 P & A, 1 UCEDD, 1 DD Agency and 2 to 3 Self Advocacy Leaders, and ADD invitees (ASAN, SABE, and other self advocates).

• Commissioner will chair with outcomes for state plans to promote self advocacy.

• Planning group includes Marc, Pat, Tom, Carmen, Tamara. Hillary Spears is our AUCD Contact. Have not heard from Karen Edwards in Cincinnati.

**Priorities for Development Fundraising:**

• 4 core areas:
  - ECE Program (ie. fundraising to refurbish equipment and/or classrooms).
    (timeline (time of OSUMC campaign), goals etc.)

• Medical Center would kick-off a campaign...

**Candidacy funding:**

• Pay increase when exam is passed to maintain parity; reward is a stipend increase (from grants). 10-12 students, no requirement by Psychology. Usually it’s been a month or two off. No ‘policy’ is needed. All advisors should be aware and communicate passage & pay increase to Administration.

• Physical science stipends seem to trend to pay more....

• LEND Raised stipends last year (nursing is the highest). $1500 (predoc); $1700 (postdoc).

• LEND/Research Stipends should match.

• Last year all students in Psychology received a $300/month stipend increase. Stipends are now ‘locked in’, and makes Psychology candidates here more competitive with other Programs/Universities.

• LEND students do not have this issue as they are ‘external’ to the academic program.

• IDD/Psych should work it out within the Program (add it to the handbook). Trainees should not be emailing the information; contact should be made through the Faculty member/advisor.
That person should then contact Administration and let them know. Mike will let Paula know how much the Stipend is and advise EC of the ‘policy’; written or unwritten.

**Administration succession planning – follow-up**

- Maureen will ask HR how they can help (meeting with Kate Dillingham; Lorri Fowler); working towards ‘shared services’ model. Shared services will not be ready for utilization until July.
- Another option; post/hire grants manager. Maureen taking on HR responsibilities. Margie Crawford (works with Clay Marsh – used to work in OSP and came from U of F; established shadow system for DHLRI); Marc has asked her to review the PI Portal and get an idea of FTE needed to manage post-awards at Nisonger). She will help us craft a job description; and will assist in the interview/hire and ‘supervision’.
- EC agrees to move forward.

*Meeting was adjourned at 1:29 p.m.*

*Minutes respectfully submitted by Tamara J. Hager*