Nisonger Center - UCEDD Executive Committee 10/10/11

Attending: Dr. Tassé, Dr. Rabidoux, Dr. Ratliff-Schaub, Dr. Izzo, Dr. Aman, Karel Smith
Meeting convened at 9:35 a.m. - 357B McCampbell Hall

Agenda

Discussion: 65 min.

• Research Registry access
• Strategic Plan - Timeline
• Strategic Plan - funding priorities

Mission-Area UPDATES: 15 min.

• Education/Training (Rabidoux)
• Service (Ratliff-Schaub)
• Research (Aman)

Informational: 10 min.
Minutes

Discussion:

- How can we make it easier for EC members to receive communication re: Executive Committee meetings, prompts. Mike would prefer to receive a voicemail message. Urgent/Priorities should go to Karen’s NCH email address. Can a student populate Mike’s google calendar. Margo would like Shannon to be added to meeting requests etc. Paula likes them to be high priority...

- Research Registry Access (Allison Lane request):
  
  - Current registry/protocol is a bit fragile (ie. isn’t yet comprehensive or solidified); 60 respondents.
  - How many times a year do we let people access/contact those 60 people?
  - What would be a potential script we could use for contact?
    - Currently require the IRB application and copy of the protocol which would include a script...
  - Mike has asked Allison to provide feedback, and will ask her to ensure that The contacts used are not currently participating in a research study. (ie. active vs. inactive file). PI could notify whomever is managing the registry information to release those who were participating to move them back into the active file.
  - Could have a semi annual review of requests to the database and prioritize.
  - Should we have a set number of requests Faculty can support each year?
  - Allison should provide a list of who she contacts, who agreed, who disagreed and why.

- Strategic Planning – Timeline
  
  - Transitions - 1.1.2, 1.2.1 modifications. Identified resources by personnel, space and technology. (handout)
    - GOAL #1: 2015 – 50 kids on campus with cost recovery.
      - Personnel: Program Manager to coordinate TOPS. Classroom teacher, educational coaches, job coaches.
      - Space: classroom space for 6-8 students. Clinical space for assessments, tutoring, etc.
      - Technology: computer lab for 6-8 students (can be same as classroom space); Assistive technology lab. Bill Darby is at Dodd Hall who also has assistive technology lab.
• **GOAL #2:** High Impact Research… resulting in articles.
  - **Personnel:** PhD with established record of securing external grants from USDOE, OSEP, NIDRR, etc.
  - **Space:** Faculty Office

• **GOAL #3:**
  - **Personnel:** Program Director of Social Programs
  - **Space:** Faculty Office

• **GOAL #4:**
  - **Personnel:** Existing Program Directors of EI and Transition.
  - **Space:** Training space
  - **Technology:** Webmaster to post resources and training dates on Nisonger website, Facebook, etc.

  - Margo will cost out personnel and technology (laptops) more specifically and will include information regarding utilization of space. Would like to make #285 space a student workcenter.

  - **Health:** Karen made revisions to timeline, emailed them to Tamara prior to the meeting.
    - Funding request potential for telemedicine piece. Would include equipment additional to what we already have.
    - Research database for clinic and personnel to maintain clinical database (ECE = broad, Dual Dx = narrow).
    - Develop standard assessment protocol to be available in the patient medical record.
    - IT assistance in developing database.

- Service delivery would be clinical care staff and coordinator.
- More transition healthcare programming would need additional support staff/faculty time.
- Dental Director (Diego has funding requests that include digital xray machine and dental chair).
- Susan also has funding requests...

  - **EI/ECE:** Paula
    1. Safety Upgrades:
      1. Coded locks for all 8 doors. ($150-$250 each)
      2. Surveillance cameras at 5 entrances into ECE ($500)
    2. Renovation of classrooms:
      1. $40,000 each.
2. Playground renovation (updating age-appropriate equipment).

3. Instructional Excellence:
   1. Hire another floater to cover classrooms with 3 instructors per classroom at all times.
   2. Hiring an instructional coach (8 hours/week for 12 weeks) over the course of a year (Contract) to assist staff. (50$/hour)

4. Technology:
   1. Electronic records in school; research data – webcams in each classroom for research, instruction, training.
   2. Technology support to include training for erecords/webcams.
   3. Personnel time to help publish staff handbook/training/research manual with Nisonger branding (ie. electronic instead of printing).

   - Does county board participate in Medicaid in the school to begin billing our services to Medicaid where we can modify support for an additional educator?

   - **Dual Dx**: Mike will work on his timeline for the next meeting, and identify resources. At least two of the clinical rooms will need very high-quality and sensitive cameras/sound. Margo will work with Mike regarding costs of installing camera in a room.

**Next EC:**

- Identify cost breakouts more specifically for each area.
- IDDRC Funding Request for 75,000, Mike and Marc will be working with Clay Marsh to ask for funding support. One priority we need to consider is return on investment.

- **Mission Area Updates: NONE.**

- **Informational:**

  - Performance Metrics (from Leadership); Marc would like for us to have more identifiable metrics (ie. patient satisfaction) 2500 patients in dental clinic...

  - College Assembly – new Dean Charles Lockwood – prioritizing basic Science/Research ($40 Million investment – excellence to eminence).

  - CORE – November 6th precession to AUCD, several evidence based policy briefs on transition healthcare and employment.

  - LeDerick Horne – November 2nd.

*Meeting was adjourned at 11:02 a.m.*

*Minutes respectfully submitted by Tamara J. Hager*