Nisonger Center - UCEDD  
Executive Committee 6/13/11

Attending: Dr. Tassé, Dr. Rabidoux, Dr. Ratliff-Schaub, Dr. Aman, Dr. Izzo, Maureen Meck
Meeting convened at 9:32 a.m. - 357B McCampbell Hall

Agenda

**Discussion:** 65 min.

- Revision to POB Policy
- Mission Area POB *(to be called Mission Area Budget)*
- Prioritization of the Strategic Plan
- Shared Services Table
- Leadership Designation *(continued from last EC)*
- McCampbell Hall Renovation update *(continued from last EC)*
- IHIS Training *(continued from last EC)*
- Request from OCALI to collaborate on an IES grant (Paula)

**Mission-Area UPDATES:** 15 min.

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

**Informational:** 10 min.
Discussion:

- **Revision to the POB Policy:**
  - Previous policy review. Reformatted last year where annual budget allocation was awarded to the Faculty member. Current policy (Annual Faculty Support) – how do we define Nisonger ‘Faculty’?
    - Plays a significant role in supporting a particular program and appointed by EC and/or Director.
    - Rename it ‘Leadership’ support – proportional to FTE.
    - Dr. Arnold – emeritus Leadership.
    - Center contribution to the POB will be eliminated, program surplus at the end of the year will be allocated to POB (Incentive Reward Sharing Activity).
    - Email both policies to Executive Committee – both $$ will end up in the same account. To be discussed at next Executive Committee.
    - One page cheat sheet; be prepared to explain to Leadership – how this affects you.
    - If your FTE changes over the year, you have to wait for the change in allocation for the next fiscal year.

- **Mission Area POB’s.**
  - **Research:** ($4,000) Registry and database support – ¼ student per day; Mike would hire the individual.
  - **Clinical Services:** $1,500 (ie. testing materials/supplies – as a last resort). Advertising for a new clinic.
  - **Training:** Recruitment of IDD/Psych Students, Maintenance of Educational Supplies (ie. tonor); other educational needs not covered elsewhere. Must exhaust any/all other resources before making a request. Paula proposes $4,000. Supports brown-bag presentations (ie. travel). Poster session costs (research expo).

- Initially – 14 Programs with $5,000 ($70,000); Faculty (Program Directors) $37,500 = 11 (including Dentistry/ECE); 3 Mission area POB’s. ($9,500) = savings of $20,000.

- **Shared Services Table:**
  - review of handout; Tamara will modify for distribution at next Leadership.
• **Strategic Plan:**

  o Missing action steps for Dual Diagnosis 3.1 and 3.2.
    ▪ 3.1.1 – Make clinic descriptions available to incoming trainees.
    ▪ 3.1.2 – Clinic orientation with staff to review interdisciplinary services, trainee expectations and systematic activities.
    ▪ 3.2.1 – Coordinate with the Department of Psychiatry training Director to establish rotations for CAP Resident.
  o Tamara will update, send to Jessica Backer and Vicki Graff – to be shared at next Leadership and CAC. Available on website, not commercially printed.
  o Should add a cover letter that includes:
    ▪ How it was developed (process).
    ▪ How the document should be used.
    ▪ Identify that these are ‘stretch’ goals – to hold us accountable.
  o Prioritizing to be continued at next Executive Committee Meeting.

• **OCALI Request:** Would like to submit an IES grant in development and innovation – to develop product and strategy in severe school-age. Next help in developing the evaluation component, focusing on family issues? Letter of intent must be submitted July 21st – is there anyone at Nisonger that would be able/willing to assist? ($150,000 - $400,000). Paula will forward email to Leadership to gauge interest (ie. Kristall Day, Tom Fish/Jeff Siegel.).

• **Informational:**

  • Reminder - AUCD proposals due this Friday.
  • Transitions; Dennis Cleary, Kristall Day, Evette Simmons-Reed; AT assessments this Friday with 25 individuals.
  • June 21st – 2nd annual Nisonger Autism Institute. Hosting dinner at Columbus Fish Market with Nisonger folks and friends of Nisonger Center.

*Meeting was adjourned at 11:15 a.m.*

*Minutes respectfully submitted by Tamara J. Hager*