Nisonger Center - UCEDD
Executive Committee 8/13/12

Attending: Dr. Tassé, Dr. Rabidoux, Dr. Aman, Dr. Izzo, Karel Smith
Meeting convened at 9:40 a.m. – 357G McCampbell Hall

Agenda

Informational: 10 min.

Update on Leadership (Izzo)
Rick Hawkins meeting update (Aman)
Medical Assistant
Hellings Update
Bonus – Faculty Salary Recovery
President Gee and Gertz endowment
Water/Construction update

Mission-Area UPDATES: 15 min.

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

Update on IDDRC:
Lecavalier/Aman meeting with Vladimir Sloutsky
Impending meeting of Advisory Board
Identifying investigators

Discussion: 65 min.

• Budget
• CAC Meeting schedule
• Shared Services Issues – follow-up (Smith)
**Minutes**

**Informational:**

- **Diversability**, Tikea Wright – graduated from Wright State, Brenda Bruggeman was a guest editor, Elizabeth Sammons and Evette Simmons-Reed; features Ohioans with disabilities that are doing Valerie Lee was the honorary co-chair with Brenda Bruggeman, spoke about two initiatives at OSU. Will request more copies – to be distributed to Trainees, CAC.

- **Update on Leadership**: Leadership Institute AUCD/ADD and University of Delaware. Sherman Lewis, Jesien, Eidelman, Nesbit, Bacon (Iowa UCEDD Director), Fahler, Mank (Indiana UCEDD Director). “Let's not confuse activities with accomplishments....” Some of it was a bit ‘Novice’.... Goal is to improve UCEDD network and develop leaders either within their own network or outside of their own network.... Jesien anticipates a shortage of UCEDD Directors down the road....

- **Rick Hawkins** meeting update: entrepreneur from Texas; identified a type of autism that is associated with creatine deficiency – a necessary ingredient in creating ATP; the energy mechanism in the brain to transmit information. There is a genetic test for it, and includes a mouse knock-out model to mimic the situation – they are able to cure the mice with a molecule. Estimate over 40,000 have this condition; a 4-year old was given the molecule (she had no language ability)... want to launch this study; met with FDA and think they can have approval with 55 participants/subjects. They asked about others Wolfgang, Gail Herman; and they disappeared – haven’t heard anything since. Cost of treatment is based on the weight of the individual – similar to PKU, $10,000-$500,000 What is the follow-up? Mike will email them...

- **Medical Assistant:**
  - Karel is meeting with Rachel Lambert weekly, hiring a work-study assistant.
  - Position funded 50% through clinical revenue, 40% by Dual Diagnosis, and 10% by LEND.
  - Administratively reports to Karel; and Karel will be monitoring revenue etc.
  - Currently reaccessing clinical processes. Will be working with Tammy Akins to move forward with IHIS... will be working with medical Information management on calculating what should/shouldn’t be included in patient files; reorganization etc.
  - Rachel can take blood pressure, weight and height etc. Have her take a look at some of the forms etc.

- **Hellings update:**
  - Does Dual Diagnosis need anyone else to help with processing prescriptions, assisting with physicals etc.?
  - Tamara will be following up with Johnnie Mills and Jessica Hellings.
  - Emailed Dr. Williams that 395F will become Dr. Hellings’ office as of 9/1/12; waiting for his feedback (Sherry’s office/or clinical space with cart).
• **Bonus: Faculty Salary Recovery:** Incentive for Faculty that the Center supported to support more than 50% of their salary on external grants/revenues.... Maximum of 80% (one day); up to 10% of annual salary bonus. Right now, all Faculty have qualified; ranging from 2% to 10%.

• **President Gee and Gertz endowment;** Monday - October 8th from 12-1. Public recognition and presentation of endowment... Tamara will send an email to all Nisonger to hold the date.

• **Water/Construction update:** Water: two areas are still being reviewed, one last water fountain will be replaced. We are hoping to receive the green light by the end of this week.... Will review the expense and locations for Ice Mountain to decide where we should continue providing the water jugs or if current locations/allotments are sufficient.

• **8/19 – Nisonger Picnic.**

**Mission Area Updates:**

**Education/Training:**

• **LEND Orientation** next Monday at 9:00 a.m. Bagels/Coffee/Juice. Everyone is welcome to attend.

• **All trainees reception/welcome meeting** 4-5 pm on September 19th. Let Paula know of other trainees who can attend; in #230 McCampbell Hall.

**Service:**

• Karen absent; Paula spoke with Rachel about patient satisfaction and research registry etc. Ann may also have some information on patient satisfaction in an excel file.

• Susan has money on HRSA to hire someone .6, use.4 for IDDRC. No one identified yet – interviews are being scheduled through Annie Witte – Mike would like to be involved, Marc will let Susan know his availability.

**Research:**

• **Research Registry;** continue to collect names and demographic information. Please continue soliciting for information.

• **IDDRC:** Meeting to be scheduled in the next 2-3 weeks, Mike/Luc met with Swatsky in June; not particularly interested. Margie Crawford has software that identifies how people are funded across campus.... Bringing advisory board up to speed – will include Randy Nelson, Murugu Manickam; Susan Nittrouer would be a good addition? Cannot use any IDDRC funds to fund research... Melissa Parissi. Indicated it might be more applied and core focused. Cores may help leverage support....

**Discussion:**

• **Budget:**
  - Awarded full amount for salary and benefits.... Karel will be meeting with Anne to review the additional lines (ie. shared services). We only fund about 50% of shared
services through General funds, and 50% contributed from ADD Grant. Asked for more than last year....

- **CAC Meeting:**
  - Will look at October 8th for the next meeting.
  - Dr. Followell to present on Dental program.... ?
  - 10th anniversary of Next Chapter Book Club is this year.... Margo will ask Tom to provide NCBC history.

- **Shared Services:**
  - August Leadership Meeting; created a list of concerns/complaints – helped Karel in providing a detailed explanation of service issues... Karel has since spoken with Julie, and John/Kate presented Karel with Amy Aldridge who will now be accountable for shared services – Amy is now supervising shared services (ie. Julie, Ella, Vicky); College of Medicine Office of Health Sciences shared service center.
  - Karel will be meeting with Amy weekly, Karel will be communication ‘middleman’; and individual service center employees will not be communicating directly with Faculty/Staff.
  - Karel will follow-up with John/Kate regarding communicating the ‘intervention plan; and will be communicated to Leadership, hopefully before the next Leadership meeting if plausible. Next week at the latest.

*Meeting was adjourned at 11:01 a.m.*

*Minutes respectfully submitted by Tamara J. Hager*