Nisonger Center – UCEDD
Leadership Meeting – 11/7/12

Attending: Pat Cloppert, Dr. Tassé, Dr. Followell, Dr. Rabidoux, Dr. Fish, Dr. Benson, Dr. Witwer, Dr. Lecavalier, Ashley Lefeld, Dr. Lawton, Dr. Izzo, Dr. Hellings, Dr. Arnold, Dr. Havercamp, Dr. Aman, Karel Smith.

Meeting convened at 8:35 a.m. - #230 McCampbell Hall

Agenda

Please be prepared to discuss new information from each program area:

- new personnel – name, job title, responsibilities, brief background (ALL)
- new initiatives/projects (ALL)
- upcoming events (ALL)

Mission-Area UPDATES:

- Education/Training (Paula)
- Service (Karen)
- Research (Mike)

General Information:

- Retirement of Faculty
- Staff Departure
- Faculty/Trainee Copy Codes/Policy
- Research Fund Requests

Discussion:

- Spring Retreat – Strategic Plan Review (Marc)
- Shared Services Update (Karel)
Minutes

New Personnel:

- Rachel Feador: Career Disability Specialist with Transitions (TOPS); job coaching & development, independent living skills.

New Projects:

- EnvisionIT: (Dr. Izzo)

Upcoming Events:

- 11/16/12: TOPS Open House in #230 from 10:00 – 3:00.
- 11/28/12: Brown-Bag; Peter Langdon
  - Maybe Beth Marks in mid-November re: employment opportunities.
- 12/3-5/12: AUCD Conference
  - 5 Trainees will be attending and several from Leadership
  - Job board is available for postings (i.e. recruitment announcements)
- LEND Seminar (to be scheduled); Sandra Tannenbaum re: Affordable Care Act
- 6/25/13: Autism Institute @ the Blackwell; Dr. Marsha Mailick (families) and Dr. Jessica Hellings (mental health issues) scheduled for the morning session; Dr. Tamar Heller (siblings) and a panel of siblings at the end of the day.

Mission Area Updates:

Education:

- Research Fund Awards received, will be reviewing and awarding funding. Let us know when we will be bringing in Psychology candidates (January)
- Nisonger Center has 30-35 long-term LEND trainees.

Service:

- Rachel is out sick today (Sam will be there for patients); January 25th is her due date.

Research:

- Research Registry is still incomplete, working with Michael Donovan from IRB. Will be submitted no later than December 31st.
- Jessica/Mike working on a standard clinical database, will be soon working with ECE to create an ECE database.
**General Information:**

- **Retirement of Faculty:** Drs. Izzo/Aman, effective December 31st – will return March 1st. Working with HR to ensure email accounts will remain active during the 2 month hiatus. Both will return as Program Directors, but will need to fill the two Administrative Leadership positions (Associate Director and Director of Research).
  - Helen Malone will be Co-PI of TOPS; wants to strengthen the relationship between Special Education and Nisonger Center.
- **Staff Departure:** Steve Rosensweig has accepted a promotion in OSUMC IT. Will be posting his position.
  - What about a Graduate Research student in addition to Steve’s replacement?
  - Graphic Design experience/background would be helpful.
  - Margo is hiring Scott Nelson as a technology specialist in the TOPS area… could purchase his time for special projects.
- **Faculty/Trainee Copy Codes/Policy:**
  - POB – Center or grant related; use codes accordingly. Faculty code is for articles and other items unrelated to the Center, but related to your Faculty position (not for your class etc.).
- **Research Fund Requests:** Open only to Nisonger Center trainees, doing research that is mission related. Will announce those who were funded in the next few weeks. Policy recently modified to remove the caveat that posters must have already been accepted prior to applying for funding.
- **Miscellaneous info:**
  - Drop Box will soon be under a University contract? Data will be protected in the cloud (ie. FERPA and HIPAA data secured)...
    - We should bring people in to provide a workshop or discussion etc. about what’s going on; what’s up and coming in the technology world etc.
  - December 31st is deadline for CBL’s and flu vaccine (Karel will send a reminder email to all Nisonger Center).
  - Susan Havercamp is conducting a webinar today – access to healthcare, summarizing BRFSS and national core indicators dataset... 112 people registered; from 2 – 3:30. Will be archived through AUCD website.
  - See Dr. Hellings if you’re interested in viewing a CD of available grants.

**Discussion:**

- **Strategic Planning Retreat:** 5/6/12 from 9 – 1 at the Arnold Farm
  - Tentative Agenda:
    - Welcome and Introductions
    - Review current goals, objectives, strategies
    - Review accomplishments since inception
    - Priority area
• Review current goals and objectives
• Priority Area (proposed deletions, proposed revisions, proposed additions).
  o Haven’t yet decided if we would bring in a facilitator.
  o Representatives from Toledo? Cleveland?
  o National Leadership in professional organizations?
  o Cincinnati UCEDD Director? Michael Kirkman and Carolyn Knight???
  o IAAC?
  o ADD Representative?
  • Those individuals may need to meet at something that would be a ‘precursor’ to the Strategic Planning Retreat. Webinar? (to avoid travel issues). Need to have a clear Agenda.
  o Send out an Agenda, workplan in January for consideration/review.

• Shared Services Update:
  o Added a new leader to the group at the college level, Booker Wooten (senior accountant); first meeting is this afternoon to iron out and implement service agreements.
  o HRA request system is ready to implement. Send names to Karel. Training within the next few weeks.

Meeting adjourned at 9:36 a.m.
Minutes respectfully submitted by Tamara J. Hager