Nisonger Center – UCEDD
Leadership Meeting – 5/1/13

Attending: Dr. Aman, Dr. Izzo, Pat Cloppert, Dr. Tassé, Dr. Rabidoux, Dr. Witwer, Ashley Lefeld, Dr. Lawton, Dr. Havercamp, Dr. Ratliff-Schaub, Dr. Hellings, Dr. Lecavalier, Dr. Markowitz, Karel Smith, Dr. Followell, Dr. Fish, Dr. Arnold, Chris Steiner, Dr. Navas

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 (Andrea)
- Service (Karen)
- Research (Marc)

General Information:

- General Updates (Marc)
  - HR Update, mtg. w/Amy Aldridge, AIDD Con’t Application, Research Fund
- Shared Services Update (Karel)
  - Deposit/check log procedures; New HRP
- IT/Camera update (Chris)
- Campus Campaign Update (Tamara)
- NIRS (Ashley)
- Spring Retreat – May 6th (Marc)

Discussion:

- Budget FY14 (Marc)
- Patient File Room (Marc & Karel)
Minutes

New Personnel:

- Patricia Navas: University of Salamanca, Adaptive Behavior and Intellectual Disability... one year, research postdoc.

New Projects:

- **Promise Grant Writing Opportunity** – Youth ages 14-16 on SSI to explore opportunities to get them off SSI, targeting 2000 students that will be randomly assigned to groups, Ohio is deciding if we will apply, John Martin has reached out to Nisonger Center to assist in writing – RFP not out yet but will be on the fast track for October start.
- TOPS Replication sites in Marietta (Bill Bauer) and Youngstown (Darlene Ungen)
- Sue Hetrick and Independent Living Center in Columbus.

Upcoming Events:

- **Positive Exposure; October**; photographer will come to take images of individuals with disabilities and genetic differences, presenting at COSI that Sunday... 2 hour photo shoot – LEND trainees assist families. Grand Rounds presentation at Prior; gallery on 5th floor for several months. Susan will be contacting folks in Disability Studies; and Medicine and the Arts student group. Holly Cronin? Paula will disseminate to the DD Council.
- **Employment First Conference** – June 4-5, 2013; Embassy Suites in Dublin, summary of employment initiatives across Ohio; register through OCALI site.
- **Classroom Consultation**: New Project through Preschool Program (Shoenbaum and OSU childcare center); working in classrooms with children that have not yet been identified with any type of disability but providing some tools/resources; using it as an internship for students in the Special Education program. 6 week recreational summer camp. Limited to children enrolled in the program.

Mission Area Updates:

Education:

- **LEND Graduation** last week; more second year trainees next year. ASPPB designation still waiting to hear to help students with licensure.

Service:

- No update.

Research:
• **5 applicants for Research Funding**, 3 for research and 2 for travel. Update at next Leadership Meeting. LEND trainees have a double advantage since they may also have access to LEND funding if available.

**General Information:**

• **Dr. Izzo, University Diversity enhancement award**: recognition for accomplishments etc.
• **Dr. Aman, is now an Emeritus Professor in Psychology** – free parking.
• **HR Update**: 3 candidates for IDD/Psych faculty position; Search Committee will be meeting on Monday to review.
• **Mtg. with Amy Aldridge:**
  o Meeting with Amy Aldridge this afternoon; issues with reimbursements dating back to December and beyond. Marc/Karel will meet with her to get resolution - all documentation has been provided. Why are they not monitoring the issues? THEY should be preoccupied with finding resolutions. Should we have a travel training from Amy? Karel sent an email on April 16 re: travel procedures? Weekly updates? Similar to HRA system but by email? Erika Garber is the new HRP (replaced Julie Cook). Send emails to PriorHR service center.
• **AIDD Continuing Application** has not yet been submitted, still waiting on guidance to be released... at least a 5% cut expected. 30 days to submit once the guidance is out, we won’t know until after June 1st that we have funding...
• **Shared Services Update:**
  o Deposit/Check log procedures and travel guidelines sent out. See Karel with questions. Procedures will be posted to the website. Can Erica come to the Leadership meetings?
• **IT/Camera update:**
  o We have had a few camera training classes, let Chris know if you want to sign it out for use to avoid conflicts. $5000 camera for use in other places in the building, or outside of the building – for special events etc. Scott Nelson is a trained videographer; also works for channel 10... set up a video room in #28S.... I.e. TOPS video resumé’s... we have a mac computer in Chris’ office that can be used to video editing etc. (ie. InDesign). Chris can assist in pamphlets/video software.
  o Buckeye Box – no FERPA/HIPAA info. Opportunity to share across the University... a bit more comprehensive than Sharepoint since it is University wide... not just specific to Medical Center employees. Chris will provide information at the next leadership meeting.
• **Campus Campaign:**
  o Health Sciences Admin – 63% (43)
  o Health Sciences Library – 55% (40)
  o CCTS – 39% (23)
  o Center for Biostatistics – 32% (19)
  o Nisonger Center – **26% (93)**
  o IBMR – 22% (23)
• CMIB – 6% (18)
• Health Sciences = 36%
• OSUWMC = 33%
• OSU = 33%

• **NIRS: June 30th deadline**, please enter data; include new projects... new activities, products... can be copied and pasted from a previous year.... Include publications, presentations and technical service. Ashley will meet with Dr. Hellings re: inputting data into the AUCD NIRS database.

• **Spring Retreat:**
  o May 6th; 8:30 – 1:00; Starling Loving Hall M008; enlarge printed documents, slides need to at least be 28 point font.

**Discussion:**

• **Budget FY14** – we should expect a 15% cut in General funds ($100-$105 less than last fiscal year); Karel has been working on the FY14 budget, don’t expect any layoffs, can absorb cuts through attrition, not replacing some who retire; etc. If we have to make further cuts – what other items do we need to cut? Ie. biostatistics MOU.

• Provide Susan with suggestions for **Brown Bag Presenters** next year.

• **Patient File Room:**
  1. Compile a master list of all Nisonger Center patients (lname, fname, DOB, clinic) – master list should be only a list of patients whose files will be in #141.