Nisonger Center – UCEDD
Leadership Meeting – 6/6/12

Attending: Dr. Lecavalier, Dr. Benson, Dr. Martens, Dr. Fish, Dr. Witwer, Dr. Rabidoux, Dr. Havercamp, Dr. Tassé, Dr. Ratliff-Schaub, Dr. Izzo, Dr. Lawton, Dr. Arnold, Karel Smith, Ashley Lefeld and Brandon O’Hare.

Meeting convened at 8:30 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 (Tassé):

- July Leadership Meeting
- Donations
- HR Update
- Shared Services Update
- Renovation/Water/Phone update

Discussion:

- Clinical/Evaluation Area (scheduling & use) (Tassé)
- P3’s and Annual Reviews
- NIRS
Minutes

New Personnel:

New Projects:

- Richland county board of DD – TA re: Aspirations, late summer early fall. (Fish)
- Columbus Foundation to recruit individuals with disabilities to work with medical students as practice patients, will support Annie Witte.
- HRSA grant (Similar but for ASD patients specifically); will begin in a few weeks. Will be looking for a Project Assistant (70%); kick in 30% additional…. For 3 years. Let Susan know of any interest.

Upcoming Events:

- June 13th – Sherry’s retirement party 12-1 in #230. Can only gift $100/year per person – Paula will be collecting $40 to cover taxes. (remind Ashley to order the clock from OSUMC)
- June 15th – Dr. Hellings’ visit, MA candidate interviews that afternoon. (Tamara will send PD)
- June 25th – Dinner with Sam Odom and other invited guests (ie. donors – Gertz’s, Ingram’s, Slomin’s, Strasser’s…. and Faculty. Columbus Fish Market.
- June 26th – Autism Institute wit Sam Odom, at the Blackwell – continental breakfast, will come to Nisonger Center in the afternoon if you’d be interested in meeting with him. Let Paula know. 110 registered to attend.
- August 19th – Nisonger Picnic; 2:30 – 5:30 @ Goodale Park.

Mission Area Updates:

Education:

- LEND trainees graduated, working on epidemiology trainee for next year… in addition to a biostats trainee. Also will have a co-funded trainee with OCALI and funding a part-time self-advocate from the College of Social Work.

Service:

- Clinical operations meeting today following Leadership to review configuration and discuss combining clinics etc. Will also include Williams Syndrome Clinic… MA won’t go to NCH.

Research:

- IDDRC Application; we’ve begun – have some funds set aside from OSUMC Dept of Research; meeting with Marc, Luc, Mike – helpful in directing them to information; RFA not yet released
but will be changed from a P30 mechanism to U54 mechanism (more cooperative agreement); a more engaged relationship with NIH. Spoke to George Jesien (AUCD) – conference call this Friday; all currently funded IDDRC are nervous because of RFA changes…. One big change will include the emphasis on translational research to usable data…. Rebecca Jackson has a 34 million NIH study doing exactly that – she may be a good resource of information. RFA should be released in November, funding in Feb. we will apply with next year’s RFA. One year hiatus (FY2012). We will go up in 2014. Use 2013 as a planning year. Dr. Parisi suggested starting a research grand rounds forum etc. If we could volunteer to review 2013 applications – that may prove to be of benefit. Currently 15 funded centers.

- Marilee just started her first study on imaging (FMRI?) – 10 free scans (per project) for pilot data; let Marilee know.

**General Information:**

- General Information: July Leadership cancelled. Resume 8/1/12.
- Brandon’s last day is today; going to University of Iowa.
- Sandy Slomin donation of $10,000 and Thomas Murnane $9,900. (invite him to Fish Market dinner).
- Knights of Columbus are renewing their gift to TTL ($2500-$3000). Jack Negliari affiliation with Knights of Columbus - St. Kildare.

**HR Update:**

- AMCP raises – 3% average has been approved. Karel is preparing spreadsheets for Program Directors. Takes effect September 1st this year; spreadsheets should be delivered within the next week or two. Start P3 process ASAP.

**Shared Services Update:**

- Information: Karel will be main point of contact. No shared service with DHLRI. Continue with HR data imput shared services, hopefully electronic HR action system will be up and running soon. Ella will also be transitioning July 1st. Continue with purchasing/travel through shared services.

**Renovation/Water/Phone Update:**

- Water; 3 locations still an issue; replacing plumbing. No green light until all areas are deemed safe. Several staff have visited Employee Health and reports came back fine. Contractors are replacing plumbing in three remaining locations. #169, #395K and 439. Additional retesting to happen soon to verify there are no remaining issues.
- Evacuations: Please make sure you are always evacuating when alarms sound. For anything else ‘suspicious’ (ie. foreign smell or other immediate concern); please call Administration at 685-3196. We will contact the Information Desk who will contact security. They will come investigate and determine if evacuation is necessary. We will then contact
Program Areas to alert them of the evacuation until such time that the announcement system is up and running.

- One clinical camera still missing sound. Send Tamara list of outstanding issues. (Tamara – add comments – water, phones, keys, etc.)
- Keys: McCampbell Hall will be recored to OSUMC cores. Timeline is yet to be determined but most likely will happen within the next month. Updates will follow as the date approaches.
- HVAC – Air handlers/chillers were offline on south end (4 total for the building); one is back online and operational. Building temperatures should begin to be more bearable....
- New Conference spaces - #250/#230 available – each room now has its own calendar. Badge readers are not yet operational. See Steve with Outlook scheduling questions.
- New 3\textsuperscript{rd} floor clinical/evaluation spaces are available to be scheduled and also have their own calendar in Outlook. See Steve with questions. #332, #334, #336, #338, #342, #344, #346 (wet exam), #348, #350, #352.
- South side window replacements completed, East side completed in approximately 4 weeks?
- Badge reader at the North entrance is operational for use after hours – doors open from 6:45 a.m. to 6:45 p.m.

\textit{Discussion:}

\textbf{Clinical/Evaluation space:}

- We will be reviewing space and eliminating extraneous space, nooks etc. being used instead of clinical space. That process will begin in August. Scheduling is done online through Outlook.
- Karel has had initial meeting with IHIS folks – no known implementation date.
- What is the average clinical space usage for OSUMC?

\textit{NIRS:} Will be used for Faculty Annual Reviews. Please make sure to enter – deadline in June 29\textsuperscript{th}. Ashley will let you know what projects are missing. Take this opportunity to update your CV’s.

\textit{Meeting adjourned at 9:52 a.m.}

\textit{Minutes respectfully submitted by Tamara J. Hager}