

## **Aging and Adult Dependent Care Committee (AADCC)**

**October 2, 2018  
Building 45, Conference Room D  
2:00 PM to 4:00 PM**

**Attendees:** Ms. Jill Bartholomew, NCI, Ms. Agustina Boswell, NCI, Ms. Lynn Cave, NCI, Ms. Eva Chen, EAP, Dr. Deborah Henken, NICHD, Ms. Shuntrice Holloman, ORS, Dr. Chao Jiang, NIAID, Ms. Judith Lavelle, NIAID, Ms. Martina Lavrisha, CC, Dr. Dawn Lea, NHGRI, Ms. Tonya Lee, ORS, Ms. Sandy Loether, OD, Mr. Russell Mason, ORS, Ms. Cooper McLendon, NIA, Dr. Elka Scordalakes-Ferrante, NIDCD, Ms. Heather Rogers, NIDDK, Mr. Roy Wheat, NINDS, and Dr. Dan Xi, NCI

**Guests:** Mr. Chris Gaines, ORS, Ms. Jessica Fuchs, LifeWork Strategies, and Ms. Bernice Richmond, LifeWork Strategies

### **I. Welcome and Introduction of Members, Liaisons and Guests**

**II. 1-800-777-1720 Resource and Referral Services - Adventist Healthcare LifeWork Strategies** – LifeWork Strategies provided an overview of the resource and referral services. These services are voluntary and confidential. employees, trainees and NIH Contractors including their household members are eligible for services. Resource and Referral Services include: Adult-Dependent Care, Identity Theft, Financial, child and legal.

The 2017 Utilization rates reflect 69% new users, 80% women, 56% federal employees and 17% fellows. The service is used by all ICs. With a usage rate of 37% for NIH employees under three years of service and 30% of NIH employees with more than 10 years of service. The per service utilization; 38% child, 33% legal, 19% elder, 9% financial and 1% identity theft. It was discussed that retired employees are not eligible to receive the service and the service can not be used for employment law inquiries.

### **III. Fitness and Wellbeing – Aging Resources**

The largest working population at NIH comes from the Baby Boomers generation followed by Gen X. The R&W Fitness Program offers a wide range of exercise programs designed for the NIH senior populations including: monthly free Fitness for You classes, yoga, boot camp, Pilates and strength training.



from the National Institute on Aging at NIH is a program from the National Institute on Aging. The program stresses four forms of exercise: strength, endurance, flexibility and balance. Recently the Go4Life program hosted a Facebook Live event in celebration of Go4Life September 13, 2018.

The NIH Health and Wellness Council recently published the NIH Manual Chapter 1481 Workplace Wellness Policy June 6<sup>th</sup> 2018. The policy encourages the use of existing workplace flexibilities to support, engage and promote workplace well-being with the understanding that employee participation in well-being activities can have the potential to increase worker productivity.

The policy does not require supervisors to allow employees to engage in well-being activities or require supervisors to provide paid or administrative time off for employees to engage in wellness activities. This policy is not limited to physical activity alone. Wellness activities encompass a broader definition than exercise alone.

The Wellness@NIH website was developed by the NIH Health and Wellness Council for NIH employees. The website is designed to help NIH employees support comprehensive well-being: work, family and community. The committee was offered the opportunity to provide feedback and content for the Wellness@NIH Adult and Dependent Care page.

The Fitness and Wellbeing Program offers health screenings at Safety Health and Wellness Day each year. Derma Scan and Bone Density Scan screenings are provided by Adventist Health Care. The National Society for the Prevention of Blindness offers glaucoma and visual acuity screenings. Over 100 screenings were conducted at the 6<sup>th</sup> annual Safety Health and Wellness Day. NIH no longer has a CrossFit affiliate but now offers functional training classes that apply the same principles.

## **IV. Workgroup Reports**

### **Partnership**

The goals of the Partnership Workgroup are to expand existing partnerships (EAP, OHR) to close gaps and better promote services currently offered at NIH for aging and adult dependent care, based on survey results. Also, exploring alternative delivery methods of NIH resources.

### **Research Workgroup**

The workplan for the Research Workgroup includes; exploring communication strategies to increase program awareness and utilization, submit recommendations to the ORS Director and report program utilization and identify gaps of aging and adult-dependent care resources.

The research workgroup has reviewed prior surveys; 2012 Life@NIH, FEVS 2013, 2016 NIH Work life Benchmark Study and FEVS 2017 and NIH exit survey questions. In each survey the workgroup evaluated and analyzed data. Including making note of changes in terminology and how language has changed since earlier surveys and what terms need to be updated.

The workgroup submitted recommendations to OPM regarding FEVS questions. To identify gaps of aging and adult-dependent care resources the committee has reviewed back-up care data and worked with EAP to review program usage. The workgroup will recommend to the ORS Director the creation of 2020 NIH WorkLife survey.

### **Communications Workgroup**

The workgroup has been exploring options to increase the awareness of current resources. The communications workgroup has created an infographic to promote the NIH Resource & Referral service. Additionally, the workgroup suggested to promote the number repeatedly, NIH Record, OHR email and brochures in new employee orientation packets, email from NIA Director and at outreach events.

The workgroup will be conducting a survey of Clinical Center nurses. Approximately 800 nurses work in the Clinical Center. The Chief Nursing Officer, Gwen Wallen supports the

survey and will send to nurses on listserv in November – 8 item survey based on 2016 OMS Work/Life survey.

The workgroup interviewed Adult-Care Listserv members. The workgroup takeaways included have Listserv leaders post regularly to increase volume. Advertise the resource and referral number on other relevant listservs including; parenting, wellness, and life-management. The workgroup's marketing efforts include writing an article for the NIH Record for publication in late November. The content will include individual experiences of NIH staff using the services and promoting AADCC efforts.

## **V. Discussion**

2018 Annual Report & Recommendations is due to the ORS Director in December. The annual report is written by workgroup coordinators and co-chairs.

The committee was presented with a draft 2019 Workplan. The workplan included formulating adult-dependent care questions for the 2020 Life @NIH Survey, the continuation of developing and implementing a communications plan, and assist ORS with exploring other delivery methods of information.

The next committee meeting is scheduled for November 13<sup>th</sup>. Committee members will be given the opportunity to decide the meeting format: Option 1: Host a full committee meeting to discuss which elements to include in the report to the ORS director. Option 2: Hold 30-minute meetings between the chairs and work group coordinators to discuss each workgroup's section of the report.

## **VI. Announcements and Adjourn**

WorkLife@NIH Information Fair, Tuesday, October 16, 2018. This event is organized for NIH Staff members to learn about NIH programs and initiatives to find balance with work obligations, family responsibilities and career development.

NIH Community Shred Event Thursday, October 11, 2018. This event is sponsored by the NIH Credit Union and Office of Research Services. At this event NIH Staff members can safely discard confidential paper documents and help the environment by recycling.

NEI 5K for 50! This year is NEI's 50<sup>th</sup> Anniversary and the Institute will be sponsoring a 5K walk/run Wednesday, October 24, 2018. There will be food trucks and free eye screenings at the event.

### **2019 AADCC Meeting Dates:**

February 26, 2019

May 7, 2019

August 13, 2019

November 5, 2019

December 10, 2019

**Next Meeting: Tuesday, November 13, 2018**