

Meeting date | time **7/12/2016 10:00am-12:00pm** | Meeting location **Bibring Room**

Facilitator Maria Kontaridis
Note taker Diana Longden
Timekeeper Carol Bates

Attendees:
Carol Bates
Trina Burrous
Rebecca Caruso
Maria Kontaridis
Donna Lawton
Yasmin Mashhoon
Sheila Nutt
Kristen Uekermann
Elissa Wilker
Sabune Winkler

Timeline:

Nurtury Priority Access Program

- There are currently 48 children are enrolled across hospitals/HMS/HSPH. BI pulled out- Those already enrolled stayed and Nurtury still honored even those on the waitlist.
- Proposing 50 slots, as minimum. Might be more. Providers contracted are to have at least 2 slots.
- From BI perspective a lot more than 10 people need it, more than 100 probably. It's a lot of money for such a small number of people that can be helped. Nurtury sites are not close to MGH which is another challenge.
- hospitals need to commit by august 1 as funding is up august 31.
- What can JCSW do- be creative with funding. If hospitals feel they want to support particular groups (researchers, postdocs, etc) can cost be shared within departments of the hospital.
- Next steps are to hear whether anyone has committed. If not, then we move forward to helping work/life committee come up with a new strategy to implement day care options at HMS/affiliates.

Committee Meetings:

Diana has sent the Strategic Plan to the committees. Each committee will present 1-2 slides at the September meeting about committee plans for the year, and hope to engage new members right away. Committees were encouraged to get started on their work over the summer before the September meeting.

Strategic Plan- new name Rebranding/Restructuring committee.

Diana will send out new strategic plan when we announce September meeting. A few hard copies will be available at each table.

This committee will include the members of the strategic planning committee from Spring 2016. Other members can join the committee as long as they commit to consistent participation.

11:00-11:10 Dean's Award

- New dean has to approve the new award.
- We need to encourage more staff nominations

11:10-11:20 Career Advancement

(Could not attend, but sent in their goals by email):

- Professional Headshot Day (occurred in April and May).
- Working Mothers' Group.
- Career Advancement Training (rather than a speaker).
- Mentoring Brown Bag Lunches. Also, request to assist with mentoring from medical students.
- Sponsorship Resources One-Pager.
- Women in Medicine Series.

Community Engagement

- Will work on a welcome packet for new members.
- Diana to add a new member ribbon or gold star to nametag so people know to engage the new members
- Would like to create a directory for the website, and ask people if their name/email can be included
- Leadership council to identify the career development contacts at the hospitals, Diana will send to Christine
- Diana will put Christine and Donna in touch about Sept 14 Women in Medicine session
- Need to engage more people in committee.

11:30-12:00 Leadership Council business

1. Communication Plan (see page 6-7)
2. Staff Member-at-large needed
 - Sabune will hold both roles of Staff Member-at-large and Staff Vice Chair until January.
3. Member update –
 - Diana will list the active members on the website, in the “other member” section will be those who attended at least 1 meeting.
4. Intern Request
 - Sheila will meet with Bhanu and then look for a student to complete internship for credit. Bhanu will supervise and find a space for intern.
5. Committee descriptions for the website (see page 5)
 - Wait to compare strategic plan with committee descriptions
6. Staff from hospitals requesting membership.
 - can be allowed on a case-by-case basis. Membership interest form draft- Approved