

**Nursing Mothers Advisory Group  
 Tuesday, January 24, 2012  
 3:00 P.M. – 4:00 P.M.  
 RMSB 1143 – Small Conference Room**

<b>Members Present:</b>	<b>Others Present:</b>
Dwayne Campbell Ronnie Morales Daru Ransford Joyita Garg Ailicec “Lisi” Carreno Nanette Vega	Vanessa Moreno Roy Hinds Dr. Lourdes Gonzalez-Bellido (WIC) Wilhema Black

The meeting was called to order at 3:05 p.m. by the Chair, Ms. Nanette Vega.

**1. Room Set up – Gables & Medical**

Ms. Vega proposed that the 2 available rooms – HR Room at Dominion Towers Medical and Room at Gables One be made available asap. Ms. Vega placed a timeline of 2 weeks to complete these two rooms, giving the date of **February 10<sup>th</sup>, 2012**. Lisi stated she believed all the gables rooms would be ready by the date. **Action Plan:** Nanette to follow-up with Pulmonary Department to ask about the “Biohazard” sign located across from the RSMB Room 7166. We will secure the rooms we have available and then explore other options to expand. UMHC has available rooms for nursing mothers that has been in use for both employees and visitors. **Action Plan:** Ms. Vega will contact UMHC to update on the process and to also feature those rooms in the launch. Space Management has agreed with Ms. Vega to absorb the cost of the locks for the nursing mother rooms on the medical campus. The deadline for the all the nursing mother rooms (medical/gables campus) to be completed and available for use is March 2012.

The tracking/scheduling of the rooms were discussed. It was decided that the most efficient way to track room usage was to have a specific contact person per department/building (example Susan Leyes in HR, Daru Ransford in Rosensteel). It was proposed to create a Sharepoint site to keep all the scheduling in one place. Wilhemena Black stated that Ms. Phyllis Dorcelly, Admin Assistant to Roy Hinds in Equality Administration is overseeing request through the HR website. This was formerly handled by Rachelle Tanega. **Action Plan:** Daru Ransford agreed to give us a quick tutorial on how Sharepoint works and will create a template for usage. This will be shared at our next meeting.

**2. Grant Status – Jovita Garg**

Ms. Garg began provided an overview of the Grant timeline with the group and its progression. The Initial proposal began Back in June 2011 for a Total of \$30,000. By November 2011, Joyita was contacted that the funds were reduced to \$15,000 for promotional and educational purposes only. In December 2011, Ms. Garg received verbal approval for the grant and by January the deadline was pushed back till June 2012. Ms. Garg was notified that the CDC was not providing any extensions leaving the original deadline of the grant to March 18<sup>th</sup> 2012. The Department of Health has recognized the University of Miami as the Largest Employer to Adopt the Policy. Unfortunately, The Department of Health will not be providing us with funding. Other opportunities need to be explored to fund the educational materials and miscellaneous items needed for the rooms (lamp, cork board etc).

Ms. Vega assured the group that we will continue to move forward on the project. We will work alongside Gables to identify funding for the promotional and educational portion of the project. Wilhemena stated she will include a request for additional funds into the letter for VP of HR Nerissa Morris. The letter will be asking the Ms. Morris to provide Funding for the Fiscal Year 13, to help support the initiative long term.

Nanette will follow up with Dr. Keitz to identify resources for the medical campus. Both Gables and Medical will be working together to fund the remaining rooms.

### **3. Advisory Group Updates & Subcommittees**

Ms. Vega reminded everyone that this initiative is a work in progress. Once the 2 week deadline is reached Ms. Vega will be contacting the media (working with Dwayne Campbell-Communications) to do a feature story on the rooms.. **Action Plan:** Ms. Vega will continue to work with Rony to secure/deliver the furniture along with Lisi at Gables to ensure that our deadline is met.

Next Meeting was said to be February 21<sup>st</sup> 2012, Invites were sent out early in January for all meetings.

The meeting adjourned at 4:10 pm.