



# **Committee Meeting Summary**

## **Scientist Mentoring & Diversity Program for Medical Technology (SMDP MedTech)**

Outreach & Planning Committee

### Conference Call

Wednesday, March 2, 2016

2:00PM Eastern / 11:00 AM Pacific

Conference Line: 712 775-7100

Access Code: 1071934#

The following Committee members were in attendance:

- Mark Brager, AdvaMed
- Fernando Cruz-Guilloty, Immucor
- Elisabeth Freeman, ICPD
- Drew Jones, Baxter
- Erin Leahy, AdvaMed
- Scott May, ICPD
- Roberto Monseratte, Amgen Manufacturing Limited
- Angela Reeves, Abbott
- Dustielyn Savage, ICPD
- Margaret Zachman, Medtronic

### **Welcome remarks & introductions:**

Scott May welcomed the committee members and directed everyone to find the committee agenda online. He walked everyone through the committee proceedings. Scott then invited each of the committee members to introduce themselves.

### **Current Programming:**

- Webinar Topics  
We offer webinars every 2 to 3 months to all SMDP participants and alumni. There are close to 500 alumni and we have found that webinars are very effective professional development tools. Scott directed everyone to the committee management page to view the webinar topics. The next webinar is scheduled for mid April. That call will be with previous scholars who will share their own experiences and the path they took towards a career in the medical technology or biotechnology industry. Scott invited the committee members to let him know if they are interested in hosting a webinar.



- Online Resources for SMDP Alumni  
Scott reminded everyone about the SMDP portal that is used for the scholars and alumni. He asked the committee to share any articles or any other materials that may be useful for ICPD to share on the portal. Elisabeth added that it would be helpful to share information about career themes or job openings. Scott mentioned that we hope to be launching a more enhanced portal in the summer.
- Monthly Career Development Emails  
Elisabeth explained that in addition to having the portal, while the scholars are having their monthly meetings with their mentors that they will be having ongoing learning emails. This is for the current cohort that is actively participating in the program.
- End of Year Reunion Call  
Scott explained the End of the Year Reunion Call. This is a call set up for the prior year's participants. We are planning on having a reunion call for Biotech in April and MedTech in September.

## **2016 SMDP MedTech Training Session: October 15-19 in Minneapolis**

- Scholar Recruitment  
We are in active mode with our recruiting. The application has been live for a month and we have done outreach to universities and alumni. Scott asked the committee to please share the "call for applicants" that he sent out via email the previous day. Scott shared that during the Biotech call some ideas that came up were sharing an electronic version or also a word version. Elisabeth added that for those who had been on the website, if they go to the microsite for applicants there is a flyer that they can share. The application is online and the deadline is August 1, 2016. The scholars will be notified by September 16<sup>th</sup>. All their information is submitted online and it is then viewed by the selection committee. Scott mentioned that we had 19 scholars at the last program and we are hoping to have 25 for the upcoming program. Elisabeth shared that it is surprising the lack of knowledge of this type of program by the universities.
- Mentor Recruitment  
Scott mentioned that identifying the group of mentors is just as important as the scholars. We do not do a mass solicitation for the mentors, but instead work closely with the supporting companies. Scott encouraged everyone to think of individuals who they feel would be interested in the program. Elisabeth added that there is also a flyer for the mentors on the website. The time commitment for the mentors is also a year long as they will be having monthly meetings with their mentee. There is also a one-time training call prior to the program. We often hear that the mentors get as much out of the program as the scholars.



- Program Agenda, Venues, Speakers

Elisabeth directed everyone to the agenda on the committee page. The program begins on October 15 and goes through the completion of the AdvaMed Conference. Everyone arrives on Saturday night where we will have a Celebration of Mentoring & Diversity Reception that will welcome everyone. Alumni and mentors are invited as well as individuals in industry. Training then starts on Sunday morning. We try from the onset of the program to remove barriers. Scholars are assigned their mentors during the training program, following the reception the previous evening, and they begin to work together on the Personalized Mentoring Plans.

Elisabeth then covered some of the topics that are taught at the training. She notified the committee that we do need speakers for all of these topics and to please let her know if they are interested or know someone who would like to be a speaker. One of the topics that was well received at the last program was on having a non verbal advantage and that was taught by Todd Fonseca from Medtronic. After training we are looking for opportunities to engage the scholars beyond the training with a site visit. The training ends with the scholars having access to AdvaMed: *The MedTech Conference*.

Scott invited Erin to give an update on the AdvaMed planning. She thanked Scott and then began to explain that they just had their first steering committee call. They are getting the panel and plenary sessions planned. Mark added that there is a new track on Human Resources this year. He believes this would be a great opportunity to highlight SMDP during the conference.

- Site Visits

St. Jude and Medtronic are two of our sponsor companies that are looking into hosting a site visit for our cohort.

- Celebration of Mentoring & Diversity Reception

Dustie shared that we have secured the venue for the opening reception. The venue is the Bakken Museum. Dustie thanked Todd Fonseca from Medtronic for making that connection as well as hosting the reception. Mark from AdvaMed mentioned that he is very excited that we are utilizing the Bakken. He believes it will be perfect for our reception.

- Scholar Activities During AdvaMed 2016: The MedTech Conference

ICPD arranges for "pop-up meetings" for the Scholars with senior executives from the sponsor companies during AdvaMed: *The MedTech Conference*. This is an opportunity for Senior Executives who can't attend our training session to meet the scholars. It is an informal quick meeting that takes place during the conference and gives the Scholars and opportunity to learn more about the sponsor companies.



## Partnership Support:

- Engaging Current SMDP Scholars and Alumni at Sponsor Companies  
Scott talked about an ongoing challenge is how to get the scholars engaged at the sponsor companies with world opportunities ranging from internships to full-time employment. He asked the committee to think about how we can become more proactive in getting the scholars more engaged.
- Support for Talent Acquisition Staff  
Scott asked the committee to inform ICPD if they need assistance for recruitment staff interested in engaging scholars on the SMDP Portal. ICPD staff is happy to provide a demonstration.
- Development & Sponsorship  
Scott reported that ICPD hopes to have 25 scholars participate in the upcoming program. A total of 19 scholars participated in the 2015-2016 program.

Scott mentioned some of the companies have already hired some scholars from the last cohort of SMDP Scholars. Scott invited the committee to share any success stories about scholars. Elisabeth added that we are looking forward to sharing updates on the scholars.

Scott asked the committee to inform ICPD if they need assistance for recruitment staff interested in engaging scholars on the SMDP Portal. ICPD staff is happy to provide a demonstration.

## Other/Action Items:

Scott shared with everyone the new program called MIDL (Modules for Innovative & Diverse Leaders) that we are launching. He encouraged everyone to look on the website and share the call for applicants. The MIDL program is to help someone with at least five years managerial experience progress into Senior Leadership positions in their careers. We are planning on having 20 participants at our inaugural meeting in Philadelphia on June 5<sup>th</sup>. Elisabeth added that the candidates who we are looking to recruit are not just from industry, but can also be working in academia, clinical settings or from the government.

- ICPD will send a word version of the scholar recruitment flyer
- Committee will consider hosting a webinar
- Committee will send job postings or materials to post on portal
- Committee will send speaker suggestions

Scott thanked everyone for their time and participation on the SMDP MedTech O&P committee.