

NIH Child Care Board Meeting Minutes
June 9, 2011
Building 50, Conference Rooms

Members in Attendance: Julie Berko, Catherine Bosio, Andria Cimino, Valerie Durrant, Hillary Fitis, Rosalind King, Sybil Philip, Brian Rabin, Heather Rogers, Sheri Schully, Conrad Farina, Adam Lee, Michael Dunn, Mary Ellen Savarese, Tonya Lee

Members Absent: Kelli Carrington, Jason Levine,

Center Liaisons Attending: **ChildKind:** Robin Kastenmayer, **POPI:** Paulina Alvarado, Michele Frank **ECDC:** Dawn Gerhart, Stephanie Weinstein

Guests: Ms. Stephanie Hixson, ORF

I. Welcome and Introductions-Brian Rabin

Chair Brian Rabin welcomed Board Members, Liaisons, and Guests. Mr. Conrad Farina introduced Ms. Stephanie Hixson to the Board as his replacement for the ORF liaison position.

II. Approval - Minutes for May 2011-Brian Rabin

Chair Rabin called for a vote to approve the minutes from the May 2011 meeting. Minutes were approved.

III. Report from Chair -- Brian Rabin

- **NIH FY 2011 Budget-Update**

Chair Rabin announced the increased funding for the NIH Child Care Subsidy program has resulted in the elimination of the waiting list and staff will begin advertising in July. In September/October, the Subsidy Committee will reconvene and review the total adjusted household income cap, the rising cost of child care and consider any modifications to the program.

The implementation of the NIH Back-up Care Pilot Program was delayed due to obtaining confirmation that funding was dedicated for the three (3) years of the pilot. The NIH Child Care Team will begin preparing a solicitation over the summer months and Board members will be asked to provide feedback.

- **Northwest Child Care Center**

Chair Rabin announced the project is on hold until an architect is selected to move the design plans from 35% to 100%. Mr. Conrad Farina, ORF liaison, gave an update on the progress on the project. Mr. Farina stated the current project schedule is perceived as not aggressive enough and that NIH would be writing a letter to the Corp of Army Engineers encouraging them to be more aggressive. The Board asked if there was anything it could do to assist in supporting this action. A letter to Dan Wheeland and Dr. Johnson was suggested by the Board as appropriate course of action. The letter should emphasize the importance of available child care has on the recruitment and retention of the NIH workforce. (letter attached)

- **Board Charter-Update**

Chair Rabin announced the NIH Child Care Board Charter was signed by Dr. Francis Collins, and will be in effect for 5 years. A copy of the Charter was included in the handout packet.

- **Annual Report to NIH Director**

Chair Rabin distributed a draft copy of the Annual Report letter to the Board and requested feedback and suggestions. Several suggestions of additional information to include in the upcoming year section were telework and work flexibilities, Back-up care implementation, Northwest Child Care Center, and the NCI move. Board members were asked to submit any additional edits and suggestions to Brian Rabin by July 1, 2011.

This discussion prompted identifying items for the Board's work plan for 2011-2012. The NCI move was a major interest for many Board members. Concerns were about the availability of lactation rooms and child care. The Board would like to request a meeting with Dr. Varmus regarding these issues. The Board is also interested in data regarding telework and work flexibilities, where NCI employees live and the impact the NCI move would have the rest of NIH, in particular the NIH Child Care Centers.

- **Waiting List issues and comments-Tonya Lee**

Ms. Tonya Lee reported the Waiting List Committee edits to the Waitlist Frequent Asked Questions and additional data charts were submitted for posting on the NIH Child Care website. The Waiting List Committee will be given an opportunity to review changes.

- **NIH Parenting Festival-Tonya Lee**

Dr. Sheri Schully has agreed to chair the NIH Parenting Festival Committee. This committee will meet once over the summer. Board members were asked to volunteer for the committee. Committee members are Julie Berko, Mike Dunn, Dr. Adam Lee, Sybil Philip, and Heather Rogers.

IV. Membership Committee-Dr. Sheri Scully

Dr. Sheri Scully, Chair of the Membership Committee reported she has received 16 applications for the 2 Board vacancies. Dr. Schully asks the Board to assist the Committee with the criteria in evaluating the candidates. The Board felt it was important to ensure a diverse representation of the NIH community, diverse roles and positions, and diverse experiences with child care services. The Committee will interview 6 to 8 individuals and will make a recommendation to the Board.

V. Acknowledgements, Announcements and Board Meeting Adjourned

Ms. Mary Ellen Savarese recognized the contributions of two Board members whose terms had expired: Dr. Valerie Durrant and Hillary Fitilis.

Ms. Tonya Lee gave the Golden Star awards to the Board members with perfect attendance: Heather Rogers, Brian Rabin, and Dr. Adam Lee.

Ms. Lee also gave an update on recent outreach events. The May 6th NIH Child Care Staff Training day was well attended by over 100 NIH Child Care Staff, who received 6 hours of mandatory training. The May 19th outreach event with the NIH Credit Union was an excellent opportunity in advertising the Board vacancies. The May 24th Lunch and Learn Dependent Care Seminar: *Switching Caregiver Roles with Your Parents* had 14 participants and many comments on how helpful the seminar was to them.

Ms. Lee reminded the Board members of the “Ask the Dependent Care Specialist” scheduled for June 14th and the Lunch and Learn Dependent Care Seminar: *Resources for Children and Adults with Long-term Needs* scheduled for June 22nd.

The meeting was adjourned at 11:20 am.

The next Board meeting will be September 8, 2011.



DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health
Bethesda, Maryland 20892

DATE: June 28, 2011

TO: Dr. Alfred C. Johnson, Ph.D., Director, ORS
Mr. Daniel Wheeland, Director, ORF

FROM: NIH Child Care Board

SUBJECT: Northwest Child Care Center

At the June 9th meeting of the NIH Child Care Board, ORF liaisons to the Board apprised us of the proposed schedule for the construction of the Northwest Child Care Center. The Board was very disappointed that the project has been delayed and there is no date set for groundbreaking.

With the current plan to begin work in the spring of 2012, the Northwest Child Care Center will not be available until 2014—four years after funds were appropriated and 14 years after the Center was promised to the NIH community. The current waiting list for NIH child care now stands at 1500+ children. The waiting list continues to grow at a rapid pace as the NIH workforce increases and as we recruit more young employees and researchers.

Research has shown that access to quality child care creates a more productive workforce. NIH needs this facility to provide high quality child care for NIH employees. The Child Care Board urges you to accelerate this project forward with all available resources.

Thank you for your attention and support.

A handwritten signature in black ink, appearing to read "Brian Rabin".

Brian Rabin,
Chair, NIH Child Care Board

A handwritten signature in black ink, appearing to read "Sheri D. Schully, Ph.D.".

Sheri D. Schully, Ph.D.
Vice-Chair

Cc:
Members, NIH Child Care Board