

**NIH Child Care Board Meeting Minutes**  
**January 15, 2015**  
**Building 45, Room D**

**Members in Attendance:** Julie Berko, Andria Cimino, Deborah Coelho, Eric Cole, Sybil Philip, Reaya Reuss, Heather Rogers, Suzanne Ryan, Erin Williams, Christine Moretto Wishnoff, Richard Wyatt, Kristin Dupre, Joanna Bergmann, Eva Chen, Edward Kang, Ivan Locke, Kjersten Bunker Whittington, Mary Ellen Savarese, Tonya Lee, Julie Pelletier,

**Center Liaisons Attending: POPI:** Jacco de Zwart **ChildKind:** Emily Place

**Guests:** Christopher Gaines ORS/DATS, Susan Cook ORS/DATS, Lora Spencer OHR/ELR

**Members Absent:** Jason Levine, Caroline Lewis, Sheri Schully

- I. Welcome and Introduction** of Board Members and Attendees-  
Vice Chair Cimino called the meeting to order and welcomed everyone.
- II. Approval –Minutes from December 11, 2014**-Ms. Cimino asked for approval of the minutes, with edits, from December 11, 2014. A motion was made, seconded and approved.
- III. Updates:**
  - **Back-up Care-** Per Ms. Lee, Bright Horizon’s is launching a new website, for the NIH Back-up Care Program. NIH has assisted them with suggestions on how to make it more user-friendly. They will also be rolling out an App. which streamlines the reservation process. There are plans to promote this service through various means; including Global announcements.
  - **Title 42 Employees–** Ms. Savarese informed the Board of the results of research she did regarding Title 42 employees and the confusion related to eligibility for the Subsidy Program. The issue stems from the word “permanent” in the Manual Chapter, in relation to federal employee status. The Board could recommend ORS revisit the language in the Manual Chapter. The Office of General Council (OGC) would review the issue. If it was changed it would allow Title 42 employees to participate in the Subsidy Program. This change would not affect the ineligibility status of Fellows.
    - A motion was made to recommend the deletion of the word “permanent” from the Manual Chapter, making the wording reflect “all employees”. A motion was made, seconded and approved.
    - Ms Lee will take this recommendation back to the Division Director and start the process of OGC review.
  - **Northwest Child Care Center (NWCCC) –** Mr. Locke gave a brief status report of the NWCCC construction project. The ORF Project Management Team is waiting for a response from NTVI, which is due on January 20, 2015. The Team is

also expecting the analyst from ORF's Blast Consultants on the design of the building. The cost of a redesign versus the cost of the current design would have to be considered. Ms. Savarese and Ms. Lee continue to meet with the ORF Project Officer about interior design and finishes.

- **Set -aside Funds-** Ms. Lee provided an update regarding the Letter of Intent requesting Set-aside Funds for the Program Evaluation and Benchmark of the NIH Child and Dependent Care Programs to include an update of the 2008 assessment of the NIH Child Care Programs. Ms. Lee received a response from the OPEP committee. The proposal was rated high, however due to funding constraints no proposals are being accepted at this time. The response letter provided excellent feedback and suggestions on how to improve the proposal, in the event an opportunity to resubmit is granted. The overall purpose of this proposal is to assist in the recruiting and retention of talented scientist and keep NIH competitive.

**IV. Presidential Memorandum Update Report-** Ms. Berko read a press release regarding the President's proposal for Paid Parental Leave. It is great news. More to come on that announcement.

- Ms. Berko then provided the Board with a short presentation entitled "Barriers to Work Place Flexibilities and Work Life Programs at NIH". Managerial, financial, educational, technological, and space limitations are the five barriers which have been identified. Various ideas to address these barriers were proposed including recreating the Work/Life Center, promotion of the website Work/Life@NIH.
- Ms. Chen identified the Employee Assistance Program (EAP) as the home for addressing work/life issues. It is part of the EAP's mission to provide triage and understand what work/life resources are available within NIH and surrounding communities. Maybe repackaging EAP as a "store front" for work/life issues is an option.
- NIH has many resources available to the community, but they are scattered throughout the ICs, maybe it is time to bring them all together, back to one place.
- This is a gap and affects the recruiting and retention of quality employees.
- Supervisors play a key role to assist staff with work/life issues. Managers need to be receptive to flexibility. Some are not.

These are all barriers to a comprehensive affective work/life program. NIH is an extremely complex, multifaceted culture, so flexibility is extremely important.

**V. Announcements and Adjourn-**

- Ms. Lee announced a Summer Care Outreach Event which will be held February 3, 2015 in front of the cafeteria in Building 31. A flyer was distributed to attendees.
- Ms. Cimino announced she will be leaving the area, so this will be her last Board meeting.

The meeting was adjourned at 11:00.

**The next Board meeting will be March 5, 2015**