

**NIH Child Care Board Meeting Minutes**  
**May 5, 2011**  
**Building 31/6C, Room 10**

**Members in Attendance:** Julie Berko, Catherine Bosio, Kelli Carrington, Andria Cimino, Valerie Durrant, Rosalind King, Jason Levine, Brian Rabin, Heather Rogers, Sheri Schully, Conrad Farina, Adam Lee, Nicole Gormley, Michael Dunn, Mary Ellen Savarese, Tonya Lee

**Members Absent:** Hillary Fitisil, Sybil Philip

**Center Liaisons Attending: ChildKind:** Robin Kastenmayer, **POPI:** Michele Frank, Angela Atwood-Moore **ECDC:** Anne Schmitz, Dawn Gerhart

**Guests:** Ms. Debi Hart and Mr. Robert Helms, Bright Horizons Family Solutions

**I. Welcome and Introductions-Brian Rabin**

Chair Brian Rabin welcomed Board Members, Liaisons, and Guests.

**II. Approval - Minutes for March 2011-Brian Rabin**

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

**III. Presentation: Return on Investment/Dependent Care and Life Support- Ms. Debi Hart**

Over the past two years, the Board had been researching the need for Back-up Care and had recommended to the NIH Leadership to support a pilot program. Ms. Hart has previously presented information regarding the Bright Horizon Back-Up Care model. In addition to direct service, Bright Horizons participates in research and reporting on Family and Work issues. The NIH Child Care Team had attended one of these presentations and suggested that Ms. Hart come and present to Board on the impact Dependent Care services has on employee wellbeing.

Ms. Hart stated that Bright Horizon review of the research on employee wellbeing suggests it is not ONE thing that impacts an employee's wellbeing but rather it's Everything. She started the presentation with a discussion around how our thinking has changed over the years relative to the employee experience. She discussed how the thinking moved from everyone striving for Work/Life Balance to a more achievable goal of working toward Work/Life Integration. The discussion then shifted to the importance of Diversity and Inclusion, before landing on an examination of Generational Differences and how it impacts our workplaces. About three years ago, the term Employee Engagement came into common use as organizations and individuals strived to get the employee fully interested in and active with his/her work. From Employee Engagement, the topic of Health and Wellness emerged and it became a focus as organizations were tasked with keeping healthcare cost down. Today, the conversation has shifted again to one about Employee Well-being, which is more than just a focus on health care cost reduction, it is a more holistic view which takes into account all the elements that contribute to a healthier, happier, more satisfied employee in the workplace.

Ms. Hart then went onto to share findings from a study Bright Horizon conducted in cooperation with Dr. Jamie Ladge, Northeastern University. This study surveyed more than 4,000 adults working full time from across the country and across industries. It compared employees with access to dependent care supports with those who did not have access to such supports. The study asked respondents about their physical and mental health, as well as surveying them on their level of engagement with their work. The study found employees who used dependent care programs reported fewer instances of chronic health conditions and are more engaged than those without access to these resources.

In addition, slides were shared that showed employees with access to dependent care supports:

- are healthier,
- report less stress,
- have fewer minor and major physical and mental health issues,
- are less likely to report lost productivity due to stress,
- are less likely to consider looking for a new job,
- and are more engaged

Ms. Hart acknowledged that NIH as an employer has done a lot to ensure employees health, wellness and well-being, but said it must continue to stay focused on this as the federal workforce changes and new employees come to work looking for more programs and services that allow them to be equally good at work and at home. She closed by saying employee wellbeing is a discussion that is going to continue as organizations like Gallup and the Conference Board are actively researching the topic. She shared: “Employers have learned that in order to motivate their best workers, reduce turnover, and even keep health care costs under control, they must adopt policies and implement programs that reflect the lifestyle of today’s workers”.

Board members thanked Ms. Hart for the presentation.

#### **IV. Report from Chair -- Brian Rabin**

- **NIH FY 2011 Budget**

Chair Rabin announced the NIH Child Care Subsidy program will receive the \$240,000 dollars increase recommended by the Board and the total amount of subsidies for FY 2011 will be \$540,000 dollars. This increase will open up the waitlist and make it possible for several individuals to start receiving subsidies. In September, the Board will review the total adjusted household income cap, the rising cost of child care and consider any modifications to the program.

The NIH Back-up Care Pilot Program was approved and funded for three (3) years. There will be a need to prepare a solicitation over the summer months and Board members will be asked to provide feedback. There is currently only one federal department that is offering back-up care: the Department of Justice. NIH will be leading the way in establishing another first for federal child care.

- **Northwest Child Care Center**  
Chair Rabin announced that the project is slow moving but hopefully a designer and contract will be in place soon. There has already been site visits and the NIH Child Care Team has attended one meeting with the Army Corp of Engineers.
- **Board meeting dates 2011 – 2012**  
Chair Rabin had asked if anyone had any concerns about the proposed Board meeting dates for 2011 – 2012 that were sent prior to the meeting. There were two members that had a conflict with one of the dates. The dates were approved and are as follows:  
  
September 8, 2011(meeting time 1:00 pm to 3:00 pm)  
December 8, 2011  
January 12, 2012  
March 1, 2012  
April 19, 2012  
June 7, 2012
- **Annual Report to NIH Director**  
Chair Rabin stated that there was a need to submit an Annual Report to the NIH Leadership. Chair Rabin asked the Board to provide input on the content of the report. Members felt strongly including a thank you to the Leadership for the increase in the Subsidy program and initiating a Back-up Care pilot program. Other content items suggested were: NIH values its employees with support (such as the subsidy program); data on the waitlist; pursuing off campus options for child care spaces; considering other options of workplace flexibilities other than telework; and provide data on the Return of Investment and the savings that are associated.

#### V. **Waiting List issues and comments-Heather Rogers**

Ms. Heather Rogers chaired the Waitlist Committee and gave a report on the meeting that was held on May 3, 2011. Members of the Waitlist Committee reviewed the Frequent Asked Questions concerning the Waitlist and gave feedback and suggestions on wording and additions to the current questions. Additions will included: Maryland State Department of Education regulations that mandate the group size, the number of children in each age group on the waitlist per center, the number of spaces that are available each year, and the average wait time for each age group. The Waitlist Committee members also reviewed the *Waitlist Management Quarterly Report for the quarterly period Janaury1, 2011 to March 2011* and selected specific data that would be helpful to families to better understand the waitlist. Mary Ellen Savarese thanked the Heather and her committee for their time and efforts in improving the transparency and understanding of the waitlist.

#### VI. **Membership Committee-Sheri Scully**

Ms. Sheri Scully, Chair of the Membership Committee reported that there are 2 vacancies to be filled. Chair Scully asked for Board Members to join the Membership

Committee to assist in interviewing candidates. The Membership Committee will meet once over the summer. Julie Berko, Heather Rogers, and Andrea Cimino agreed to serve on the committee. Mary Ellen Savarese agreed to send out the announcement for recruitment and position description.

Ms. Savarese also announced that Nicole Gormley, Clinical Center Fellow liaison, will also be leaving the Board. Ms. Savarese thanked Nicole for filling a position that had been vacant for some time and her time on the Board has been extremely valuable. Ms. Savarese tasked Ms. Gormley with finding a replacement. With the new child care center being built and the implementation of the new Back-up Care Pilot program, input from the Clinical Center Fellows will be crucial.

**VII. Telework and Work Flexibilities-Julie Berko**

Ms. Julie Berko gave an update on the Workplace Flexibility initiatives. Ms. Berko stated the NIH Workplace Flexibility Committee was looking at telework and flex schedules. Supervisors will be given a checklist to evaluate telework eligibility. By June 1, 2011 every employee must be notified if they are eligible for telework. Flexible work schedules may extend the work day hours from the traditional 6- 6 to 5-12:00 midnight.

**VIII. Announcements and Board Meeting Adjourned**

Ms. Tonya Lee gave an update on the many initiatives that Board supported in April, the National Month of the Young Child. The Spring Lunch and Learn Parenting Seminars were very successful. Although the seminar on Workplace Flexibilities was canceled due to the pending CR, it will be rescheduled in the future. The “Take Your Child to Work” event, NIH Fitness Field Day, in which the Board partnered with the National Heart Lung Blood Institute and the NIH Fitness Center, was very successful in getting parents and children up and moving.

Upcoming events include May 6<sup>th</sup> NIH Child Care Staff Training day, May 19<sup>th</sup> outreach event with the NIH Credit Union, May 24<sup>th</sup> Lunch and Learn Dependent Care Series begins with *Switching Caregiver Roles with Your Parents*.

The meeting was adjourned at 12:00 pm.

**The next Board meeting will be June 9, 2011.**