

NIH Child Care Board Meeting Minutes
June 11, 2009
Building 50

Members in Attendance: Valerie Durrant, Jayne Lura-Brown, Hillary Fitis, Henry Primas, Brian Rabin, Heather Rogers, Lisa Strauss, Conrad Farina, Adam Lee, Mary Ellen Savarese, Bea Curl, Tonya Lee

Members Absent: Christie Espinoza, Rosalind King, Kim Plascjak, Angela Magliozzi, Susan Persons, Sheri Schully

Center Liaisons Attending: POPI: Paulina Alvarado, ECDC: Anne Schmitz, Beth Levy, ChildKind: Jaydah Wilson

I. Welcome and Introductions

Vice-Chair Hillary Fitis welcomed the new Felcom Representative, Dr. Adam Lee, who is replacing Shanil Haugen.

II. Approval - Minutes for May

Vice Chair Fitis called for a vote to approve the minutes from the May 2009 meeting. The minutes were approved.

III. Report from Chair and Committees

Meeting Schedule for 2009-2010 - Mary Ellen Savarese presented the dates for the 2009-2010 Board meetings. The dates were approved.

Child Care Board Membership Committee - Mary Ellen Savarese reported there are four Board members leaving due to term limits: Henry Primas, Kim Plascjak, Jayne Lura-Brown and Christie Espinoza. Rachel Weinstein resigned her position due to leaving NIH. There are currently three applicants interested in serving on the Board. The Membership Committee will be conducting interviews later this month.

Manual Chapter- Child Care Subsidy - Ms. Curl stated the first draft of the Manual Chapter - NIH Child Care Subsidy program is ready for the Board's review. Ms. Curl will send out the Manual Chapter electronically to Board members and encouraged them to send comments and suggestions to her. Ms. Curl informed the Board Members that the Manual Chapter does not have specific details but is rather a statement of the policies and operating procedures of the program.

New Parent Package - Vice Chair Fitis presented to the Board the draft copy of the New Parent Package to be piloted at the Clinical Center. The New Parent Package would be given to Administrative Officers to distribute to employees. The very colorful and attractive package contained information on the following programs: Child Care, Child Care Subsidy Program, Leave Option Information, Telework and Alternative Work Schedules, NIH Parenting List, NIH Employee Assistance Program, Lactation Program and New Parent Mentoring Program. Board members suggested various titles:

Parenting Support
NIH Resource Guide for Parents and Families

Ms. Fitolis asked the Board to review the package and send comments and suggestions to her. The goal is to have these completed and available by September.

IV. Child Care Board Annual Report - Valerie Durrant explained that the Annual Report will be a short report to Dr. Kington focusing on the following:

- Northwest Child Care Center -Thanking him for his continuing support
- Resource and Referral Service - Thanking him for his support in reinstating the program and suggest the inclusion of dependent care resources
- Back-up Care - Inform him of Board exploration and possible solutions for a pilot program in FY 2011
- A reminder about the Board proposal to change current legislation regarding child care

The report will include a concern of the diminishing role the WorkLife Center is having toward recruitment, retention and work/life balance.

V. Board Priorities and Work Plan -Valerie Durrant & Mary Ellen Savarese

For the 2009-2010 Work Plan, the Board has identified the following issues/areas to focus their efforts:

- Subsidy Program - modify the program to increase benefits.
- Study available Back-up Care programs that would be a benefit to NIH employees and submit a proposal to Leadership
- Legislation - community child care spaces for NIH employees
- New Parent Resource Package - assist with development, creation and distribution and launch pilot at Clinical Center
- Explore mechanisms of partnerships with community child care providers, using the DoD model, to expand the availability of child care spaces for NIH employees.
- Participate in the selection of a provider organization for the Northwest Child Care Center.
- Northwest Child Care Center
- Encourage NIH leadership to support programs and services which contribute to a strong Work Life focus.

The Board Action Plan will be main focus of the September 2009 meeting.

VI. Announcements and Adjourn

Tonya Lee gave a summary on the success of the NIH Child Care Staff Training day held on May 8, 2009.

Mary Ellen Savarese reminded Board members that Board Committees would meet over the summer to complete Board membership selection, convene a back-up care meeting and complete the Annual Report.

The next meeting will be September 2009.