

NIH Child Care Board Meeting Minutes
March 11, 2010
Natcher, Room D

Members in Attendance: Valerie Durrant, Julie Berko, Angela Magliozzi, Brian Rabin, Rosalind King, Jason Levine, Heather Rogers, Sheri Schully, Lisa Strauss, Conrad Farina, Adam Lee, Nicole Gormley, Mary Ellen Savarese, Bea Curl, Tonya Lee

Members Absent: Susan Persons, Kelli Carrington, Hillary Fitis

Center Liaisons Attending: POPI: Paulina Alvarado, Michele Frank, ECDC: Anne Schmitz, Dawn Gerhart, ChildKind: Jaydah Wilson, Amy Cliber, Peter Schuck

Guest/Presenters: Dr. Ellen Gadbois, POPI, Bernice Richmond, LifeWork Strategies, Inc., Michael Dunn, DOHS/Nursing Mothers Program

I. Welcome and Introductions

Chair Valerie Durrant welcomed Board Members, Liaisons, and guests. Chair Durrant also welcomed presenters: Ms. Bernice Richmond from LifeWork Strategies, Inc., and Michael Dunn from Department of Occupational Health and Safety.

II. Approval - Minutes for January 2010

Chair Durrant called for a vote to approve the minutes from the January 2010 meeting. Minutes were approved.

III. Report from Chair—Valerie Durrant

Chair Durrant gave an update on the status of the 2009-2010 Annual Report. Chair Durrant thanked the Intramural Committee of the Working Group on Women in Biomedical Careers and the NIH Fellows Committee and Clinical Fellows for their letters of support. She anticipated that she would receive a response from Bldg 1 soon. Board members were informed that they would receive a copy of the letters and additional hard copies of the Annual Report were also given out.

A letter was received from the Board of ChildKind, requesting a meeting with the Board to discuss the future of ChildKind and the effects the Northwest Child Care Center will have on the ChildKind program. The issue is being addressed by the ORS Child Care Program Manager.

There was a question addressed to Conrad Farina, ORF liaison, for an update on the Northwest Child Care Center and if there had been a date assigned for the ground breaking. Mr. Farina stated that the project was still in the Facility Project Approval Agreement (FPAA) stage. Mr. Farina stated that there has been no date established for the ground breaking. He was asked to provide a status report on the Northwest Child Care Center project at the next Board meeting.

IV. Guest Presentations—Bea Curl

Ms. Curl introduced the two presenters: Bernice Richmond from LifeWork Strategies, Inc., and Michael Dunn from DOHS, Nursing Mothers Program. Ms. Richmond and Mr. Dunn were asked to address how their programs impact the

work/life balance at NIH. There had been some inquiries at previous Board meetings on what types of services are available to the NIH community since the WorkLife Center has scaled back its services.

Ms. Bernice Richmond spoke about the services LifeWork Strategies, Inc, provides to the NIH Community at no cost to the individual. Services include: Waitlist Management, Resource and Referral (child care and dependent/elder care), Summer Camp Guide, and Educational Seminars. Ms. Richmond stated the Waitlist Management and Resource and Referral services are handled by dedicated specialists who are available from 9 am to 5 pm by calling 1-800-777-1720. Ms. Richmond provided copies of packages that individuals would receive based on their individual needs. The packages included books, resource list, questions to ask, and summaries of state regulations. The Summer Camp Guide is made available in January thru July. Currently over 1,000 guides have been distributed in person or via email. Educational Seminars refers to the Lunch and Learn Parenting Seminars and Ask the Parenting Specialists. These events occur throughout the year. The Lunch and Learn Parenting Seminars are archived and can be found on NIH VideoCasting and the NIH Child Care Program website.

Mr. Michael Dunn informed the Board in November 2009, the Lactation program was moved under the ORS Division of Occupational Health and Safety and was renamed Nursing Mothers program. There are currently 226 mothers enrolled in the program. There are 40 lactation rooms located on and off campus. Mr. Dunn clarified there are DOHS guidelines on lactation rooms as well as ORF Amenities guidelines. Currently the rooms are being inspected and renovations will be forthcoming. There are two consultations managing the program, Jane Balkam and Colleen Prorok. Mr. Dunn encouraged everyone to visit the new website: <http://dohs.ors.od.nih.gov/lactation.htm> . The website gives information on the following services the program offers:

- Prenatal breastfeeding education classes
- Telephone support while on maternity leave
- Return-to-work consultation
- On-site lactation rooms in various buildings, all equipped with breast pumps

V. Child Care Board Recruitment—Mary Ellen Savarese

Ms. Savarese stated that there were currently two Board members whose terms will expire this year and are not eligible to seek another term based on the term limits specified in the charter. Board members can only serve two (3 year) consecutive terms. There are also two Board Members who had completed their first term and who have the option to remain on the Board for their second term. There is also one Board Member who is declining her position on the Board at the end of this year. The Board has the challenge to recruit possibly 5 new members for 2010-2011. Ms. Savarese requested Board Members to examine their commitment to the Board and notify Ms. Bea Curl of their intentions if they so chose to resign from their position. Ms. Angela Magliozzi will be chairing the Membership Committee and asked members to consider joining the committee. The Membership Committee meets during the summer to interview and select the candidates. Recommendations are given to Dr. Colleen Barros in June in order to have the individuals appointed to the Board before the September meeting. Ms. Magliozzi is currently reviewing the Board position description and

recruitment flyer in order to have it ready to recruit potential new Board members at the Parenting Festival.

VI. Parenting Festival 2010—Brian Rabin

The Parenting Festival Committee met on February 24, 2010 to follow up on the Lunch and Learn Parenting Seminars, Parenting Flyer, advertisement ideas, Institutes/Services attending, new partnerships, and the Board's 20th Anniversary.

- The **Lunch and Learn Parenting Seminars** will be held from 12pm to 1pm in Building 31/6C Room 10
April 7th – Introduction to Developmentally Milestones and Delays **NIMH**
April 14th -Legal Issues for the Sandwich Generation
April 21st -It's a Noisy Planet. Protect Their Hearing. **NIDCD**
- **Parenting Festival Flyer-** Committee members reviewed the new Parenting Festival flyer developed by Sheri Schully.
- **Advertisement Ideas** included: NIH Record, R & W article, Parenting Listserv, Parenting Seminars, Board Members, DATS other service areas, TV's cafeterias, Posters in Bldg 10, and global email sent from Building 1.
- **Institutes/Centers/Services**—Committee members discussed the list of past presenters and potential new Institutes/Centers/Services if there were any cancelations. Invitations to presenters went out yesterday with a request for someone who is knowledgeable about the information/Institute and to send the logo of the Institute to be placed on flyers and posters.
- **New Partnerships**—Ms. Bea Curl has a commitment from the Café in Bldg 50 to provide a box lunch which will include a sandwich/wrap, chips and can soda.
- **Child Care Board Presentation**—The Committee agreed to acknowledge the NIH Child Care Board's 20th Anniversary at the Board table. It is in the planning stage to have a formal acknowledgment of the Board's 20th Anniversary at the ground breaking ceremony for the Northwest Child Care Center. Ms. Savarese asked Mr. Conrad Farina, ORF liaison, if he had any information on when that might be. Mr. Farina stated that he would look in to it and report at the next Board meeting.
- **Signup Sheet**—Board Members will receive the signup sheet via email.

VII. Announcements and Board Meeting Adjourned

Tonya Lee announced a Summer Camp global email was sent to inform the NIH community the Summer Camp Guide was still available. There were a total of 500 requests by noon that same day.

Lisa Strauss mentioned an opportunity for individuals to volunteer for the Speakers Bureau. Ms. Strauss spoke of her experiences and the personal rewards in participating in this program.

Julie Berko gave us an update on how the NCI leave bank was progressing.

**The next meeting will be May 13, 2010
Rockledge II**