



## **Meeting Minutes**

**January 23, 2025**

31C – 6th Floor (A & B Suites) and Zoom  
10:00 a.m.

**Members, Liaisons and Guests in Attendance:** Dr. Seema Nayak, Ms. Jackie Franco, Dr. Tuba Fehr, Ms. Molly Cluster, Dr. Helena Gabor, Ms. Colleen Labbe, Dr. Mary Rooney, Dr. Angelina Williams, Ms. Jessica Meade, Dr. Katie Baker, Dr. Kristin Brethel-Haurwitz, Ms. Kristin Dupre, Ms. Heather Rogers, Ms. Jennifer Lee, Dr. Risa Isonaka, Ms. Ruth Fraley, Ms. Maggie Fletcher, Ms. Ann Stephen, Ms. Alicia Cross, Ms. Sheena Malone, Ms. Briana Barnes, Ms. Anne Schmitz, Ms. Barbara Acquaviva, Ms. Debbie Washington, Ms. Susan Borst, Ms. DeAnna Knox, Ms. Linda Owen, Mr. Gregg Nelson, Ms. Tammie Edwards, Mr. Leon Reynolds, Dr. Leslie Ramsey, Dr. Judith Walters, Ms. Rebecca Hommer, Ms. Sarah Williams, Ms. Megan Vaughan, Ms. Kaitlin Quinn, Ms. Tonya Lee, Ms. Kate Weissler

- I. Welcome:** Co-Chair, Dr. Seema Nayak, called the meeting to order and welcomed voting members, liaisons, and guests. She wished everyone a happy holiday and new year and shared her appreciation for the Child Care Board's (CCB) dedication to the mission.

Co-Chair, Ms. Jackie Franco, thanked Dr. Carl Hashimoto for his continued service and dedication to the Child Care Board and his committee work. She also welcomed OIR liaison, Dr. Risa Isonaka, Ms. Farheen Akbar, new Innovative Programs committee member, Ms. Jacqueline Martinez-Headen, and POPI Liaison, Ms. Vivian Guedes.

## **II. Committee Reports**

- **Innovative Programs:** Dr. Helena Gabor reported out that the committee met in November 2024 to discuss concrete ways to support all family caregivers. She discussed the federal government implantation of Paid Parental Leave (PPL) and how the study shows that many women take advantage of PPL. She mentioned that Ms. Susan Borst will continue to collaborate with Ms. Ruth Fraley, OHR, to obtain usage data. Dr. Gabor informed the CCB that Maryland Governor Moore submitted changes to the Blueprint for Maryland's Future as some recent changes have implications of recruiting and training teachers. This change will be a cost-savings to Maryland. Dr. Gabor proceeded to inform the CCB of the OPM Work-Life Survey that was sent out on January 13 and that the responses are used to promote work-life balance. She also brought up the idea of drafting a survey that can assist providing greater awareness to the NIH community and help gather information on topics such as the NIH wait list and family dependent care. Dr. Gabor stated that the Innovative Programs Committee continues working on collecting data to help improve childcare and to help drive recommendations.

Ms. Linda Owen provided a brief overview of the 2012 Life@NIH Survey. She reported out that the survey was sent out to guest researchers and contractors with an 8% return rate (valid enough to enact initiatives).

- **2012 Life@NIH Survey Results:**

- **Survey Timeline:** October 2012- Survey launched; December 2012-Data analysis; January-May 2013- Results and Ongoing Analysis; May 2013- Presentation.
- **Survey Methodology:** Awareness and to gauge effect of supporters on recruitment, retention, and productivity. The survey was a partnership with OHR to broaden scope of supporters.
- **Respondent Characteristics:** Number of surveys distributed- 36,051; Number of Respondents-3,019. Responses were analyzed by the following demographics: position and role, supervisory status, child dependent status, adult dependent status, gender, work location (main campus, off campus Montgomery County, NIEHS, and RML).
- **Respondents by Position:** NIH Employees-75%; Contractors- 8%; Fellows-1%; Visiting Fellows-8%; Research Fellows-4%; Clinical Fellows-2%; and Other-2%.
- **Respondents by Role:** Administrative/Management-9%; Scientific/Clinical-50%; Central Support Services-41%.
- **Results of Awareness of Work-Life Supports:** The survey asked respondents about their awareness and familiarity with work-life supports. The general level of unawareness ranged from 7% (flexible work schedules) to 61% (NIH Child Care Board). Nearly half of the respondents indicated they had never heard of the back-up child and dependent care program, the child care subsidy program, or the NIH Parent ListServ.
- **Results of Awareness Gap:** 51% of those who anticipate having children have not heard of the child and dependent care resource referral versus 31% of those do have children. Similar drops in the awareness gap occur for the back-up child and dependent care program, from 58% to 28%, and the child care subsidy program, from 65% to 37%.

Based on the survey it was concluded that many respondents perceived work-life as vital for productivity, recruitment, retention, and morale.

- **Subsidy Committee:** Dr. Tuba Fehr reported out the NIH Child Care Subsidy Program 2024 Year End Report (covers January 1 – December 31, 2024).

- **NIH Child Care Subsidy Program 2024 Year End Results:**

- Eligibility threshold changed in 2023 from \$80,000 to \$100,000.
- Utilization of subsidy stayed about the same compared to 2023; same number of children, but about a 7% decrease in parents.
- Slightly over half of participating families fell into the lowest income band for 2024 – 56% of families had Adjusted Gross Incomes (AGIs) of \$80,000 or less.
- In 2024, 37% of parents filed as married on their 2023 tax returns compared to 29% in 2023 using their 2022 tax returns.
- 51% of overall participants reached their annual cap in 2024. Of the 23 who did not: 12 ended subsidies during the year; 6 received 100% reimbursement for all invoices submitted; 1 submitted invoices after the end of the calendar year; and the remaining 4 would not have maxed out even if they had been in the 100% bracket as the total actual cost for all invoices submitted was less than \$5,000.
- Only 41% of the total obligated funds were used in 2024.

Ms. Molly Cluster expressed the recommendations of the Subsidy Committee based on the results. Recommendations included increasing the eligibility threshold to \$120,000-\$130,000, offer two types of reimbursement, and getting information out to the community of the subsidy program.

- **Membership Timelines Update:** Dr. Seema Nayak reminded the CCB of the upcoming membership drive. Membership drive proposed dates are as follows:

- March 12-19: Q & A Session #1
- March 12-19: Q & A Session #2
- April 9-11: Interviews
- June 5 (after CCB Meeting): Vote on membership

**III. Approval of Minutes:** A motion to approve the November 21, 2024, meeting minutes was made, second, and approved by a quorum of voting members.

**IV. ORS/Child and Family Programs & Child Care Center Updates:**

Ms. Susan Borst stated that it was a delight to visit centers and see the children playing in the snow over the last month. She reported that security cameras have been installed and are working on the pre-school wing of Northwest Child Care Center (NWCCC). Ms. Borst provided a status update to the Parents of Preschoolers, Inc. (POPI) playground and informed the CCB that the new anticipated completion date is mid-April 2025. She welcomed articles from the CCB committees to be published in the News2Use publication and requested for articles to be sent to her by January 29.

- **Executive Child Development Center (ECDC):** Ms. Anne Schmitz thanked the Wait List Committee for their efforts and work on making recommendations for the NIH Wait List. She also informed the CCB their December Open House was one of the healthiest open houses with 50 attendees.
- **NWCCC:** Ms. Anne Schmitz reported out that the center's December Open House had approximately 30 attendees. She also thanked Office of Research Facilities (ORF) for fixing their front entry door that posed a safety and security threat.
- **POPI:** Ms. Sheena Malon reported out the fun events that were held in December to include 12 Days of Christmas, their holiday party at Pin Stripes, and the center sock fundraiser that resulted in the collection of 120 pair of socks. She provided upcoming events that will take place in the next several months including the 50<sup>th</sup> birthday celebration of POPI on January 21, the opening of a new infant classroom on January 21, and a celebration in May for the re-opening of the POPI playground.

**V. New Business and Open Discussion:**

Dr. Seema Nayak posed a group question of potential questions for a survey. The question will be sent out for discussion at the next CCB meeting. She thanked Tonya Lee and Linda Owen for their historical information on the Life@NIH Survey.

**VI. Announcements and Adjournment:**

Ms. Jackie Franco informed the CCB that the Wait List Committee will do a full report out in March at the next CCB meeting. She also announced Dr. Risa Isonaka, OIR Liaison. Dr. Isonaka introduced herself to the CCB and expressed her excitement to serve on the committee and that she will do her best to advocate. She stated she is looking forward to working and collaborating with all.

Dr. Seema Nayak closed the meeting by thanking the committees for their hard work that takes place between CCB meeting and for their comprehensive reports.

The meeting was adjourned at 11:53 a.m.

**The next Board meeting will be held on March 20, 2025, 10:00 am, in-person and on MS. Teams.**