

NIH Child Care Board Meeting Minutes
October 22, 2020
WebEx

Members, Liaisons, and Guests in Attendance: Dr. Theresa Cruz, Dr. Kristin Dupre, Ms. Ila Flannigan, Mr. Dan Fogarty, Dr. Chao Jiang, Ms. Olivia Kent, Mr. Dan Lonnerdal, Dr. Seema Nayak, Ms. Nicole Ray, Dr. Suzanne Ryan, Dr. Gilman Toombes, Ms. Kate Winseck, Ms. Heather Rogers, Ms. Julie Margel, Ms. Tracy Carrico, Ms. Jennifer Rooms, Ms. Debbie Washington, Ms. Susan Cook, Mr. Carol Hashimoto, Dr. Mary Kearney, Mr. Ivan Locke, Ms. Katrina Matten, Dr. Melissa Conti Mazza, Ms. Mallory McCormick, Dr. Pragma Prakash, Ms. Anna Verschoore, Dr. Judith Walters, Dr. Jing Tassone, Ms. Linda Owen

I. Welcome and Introduction of Board Members, Liaisons and Guests: Chair Kristin Dupre called the meeting to order, welcomed everyone, and thanked the childcare center directors and ORS staff for their recent efforts.

II. Updates:

- A. Chair/Vice Chair Vote** – The unanimous approval of Dr. Kristin Dupre as Chair and Ms. Olivia Kent as Vice Chair was announced.
- B. New Member Orientation** – A successful new member orientation was held on September 24, 2020.
- C. 2019-2020 Annual Report** – Ms. Susan Cook thanked the Board for a comprehensive Annual Report that included a new and informative section on COVID-19 and its impact on childcare programs and services. The Annual Report was approved by the voting members of the Board and is on its way to the NIH Director, Dr. Francis Collins, after review by Ms. Colleen McGowan, ORS Director, Dr. Alfred Johnson, Deputy Director for Management, and Dr. Lawrence Tabak, Principal Deputy Director of the NIH. We will report at the December Board meeting on any response we receive from Dr. Collins.
- D. Contracts** – Ms. Susan Cook gave an update on current DATS/ORS contracts:
 - i. Back-up Care contract – new contract with Bright Horizons awarded on September 29, 2020; thanks to Dr. Seema Nayak and Ms. Melissa Porter for their work on the Technical Evaluation Panel
 - ii. Child Care Subsidy – seeking extension of contract with FEEA through June 30, 2021; current contract with FEEA expires on December 31, 2020
 - iii. Waitlist Management, Resource and Referral Services, and Family Education Programs – seeking extension of contract with LifeWork Strategies through June 30, 2021; current contract with LWS expires on December 31, 2020
- E. 2020 Work and Family Month** – This year’s Work and Family Month activities were offered virtually, and links will be available on the calendar housed on the Child and Family Programs webpage.
- F. Outreach Activities** – Ms. Linda Owen reported on the webinars, support groups, presentations to ICs and other groups, as well as the NCI Frederick/Shady Grove outreach events held during August through October.
- G. Childcare Centers** – All three childcare centers are open and operating under restricted capacities. Ms. Linda Owen reported on weekly attendance numbers, health and safety protocols being adhered to, school age programming being offered by ECDC and POPI, and waitlist activity. Board members expressed their appreciation for the work of the childcare directors and their staff and suggested that DATS consider a way to recognize their efforts.

III. 2020-2021 Work Plan – Review, Identify Timeline, and Committee Assignments

Chair Kristin Dupre presented the draft 2020-2021 work plan for review. Each committee’s objectives were discussed. The committee chairs were asked to convene the groups in November to be prepared to present a final work plan for approval at the December meeting. The work plan timeline was reviewed. The Board Committee assignments were reviewed; some members and liaisons volunteered for new

committee assignments; the list will be revised and circulated before the next meeting. (The PowerPoint slides are appended for reference.)

IV. Announcements and Adjournment:

- A. 2020 NIH Combined Federal Campaign: September 21, 2020-January 15, 2021
 - i. 2020 Lead IC: National Institute of Biomedical Imaging and Bioengineering (NIBIB)
- B. OHR Open Enrollment for Benefits and Leave Bank: November 9-December 14, 2020
 - i. The Open Season Fairs will be virtual this year. For information and to register, go to <https://hr.nih.gov/about/news/benefits/virtual-benefits-open-season-fairs>.

The meeting was adjourned at 12:05 p.m.

The next Board meeting will be held on December 3, 2020.