

**NIH Child Care Board Meeting Minutes**  
**December 12, 2019**  
**Building 35, Room 640**

**Members and Liaisons in Attendance:** Ms. Deborah Coelho, Dr. Theresa Cruz, Dr. Kristin Dupre, Mr. Daniel Fogarty, Dr. Chao Jiang, Ms. Olivia Kent, Mr. Daniel Lonnerdal, Dr. Seema Nayak, Dr. Suzanne Ryan, Dr. Blake Warner, Ms. Kate Winseck, Dr. Richard Wyatt, Ms. Debbie Washington, Ms. Eva Chen, Dr. Melissa Conti Mazza, Dr. Pragya Prakash, Mr. Ivan Locke, Ms. Susan Cook, Ms. Tonya Lee, Ms. Linda Owen. **Guests:** Ms. Jill Bartholomew, Dr. Olga Brazhnik, Mr. Chris Gaines, Ms. Jacqueline Martinez, Ms. Mallory McCormick, Ms. Cooper McLendon, Dr. Heather Narver, Ms. Brittany Patterson, Ms. Melissa Porter, Ms. Alisha Sutton, Ms. Laurie Torchinsky, Dr. Judith Walters

- I. **Welcome and Introduction of Board Members, Liaisons and Guests** - Chair Theresa Cruz called the meeting to order and welcomed everyone.
  
- II. **“Work-Life@NIH: A Supervisor’s Guide to Enhancing Workforce Well-being” Presentation** – An abbreviated version of the work-life training highlighting the five spokes on the workforce well-being wheel, Financial, Physical, Social, Community, and Career, was presented by Mr. Chris Gaines, ORS, Ms. Tonya Lee, ORS, and Ms. Brittany Patterson, OHR. (See attached PowerPoint slides for additional information.)
  - a. A brief update on the status of 12-week paid parental leave for Title 5 federal employees was given.
  - b. Questions were raised about telework, specifically having a child at home while teleworking. Ms. Deborah Coelho suggested that individuals have discussions about expectations with their supervisors before the day of the event/emergency.
  - c. Dr. Theresa Cruz solicited feedback. Dr. Richard Wyatt celebrated the services; asked about getting the word out and attention from leadership. Dr. Olga Brazhnik, Chair of the Health and Wellness Council, stated that workforce engagement is a concern of the Council, including looking at the specific issues faced by off campus employees.
  
- III. **Updates:**
  - A. **Approval of November 14, 2019 Minutes** – A motion was made by Dr. Richard Wyatt, seconded by Dr. Theresa Cruz, and approved by all.
  - B. **FEVS Data** – Ms. Kristen Dunn-Thomason, Director, OHR Workforce Support and Development Division (WSDD) was introduced by Ms. Deborah Coelho. Ms. Dunn-Thomason reported:
    1. May 20-July 1 survey timeline; 66% response rate is actionable; every IC at 50% or more, and most ICs exceeded the NIH goal of 60% response.
    2. Highest and lowest scoring questions are very consistent with other federal agencies (e.g., CDC and NASA).
    3. 2019 FEVS data regarding satisfaction and usage presented. For child care programs (N = 10,434):
      - Satisfied = 1,676
      - Neutral = 1,842
      - Dissatisfied = 255
      - Choose Not to Participate = 5,507
      - Not Available to Me = 496

- Unaware of Programs = 658
  - 4. Percentage satisfied may be a little misleading; neutral responses may be diluting the message.
  - 5. The N of who actually uses the program (636) is important versus those responding about satisfaction (10,434); gets to perceived value of the program. Can the satisfaction rate of just the users be highlighted? No.
  - 6. “Unaware of Programs” is an area the Child Care Board can address/work on; same with “Not Available to Me.”
  - 7. 2019 FEVS Demographic Data: those who respond to FEVS is reflective of actual NIH employees.
  - 8. Resources on how to understand/work with the FEVS Data: the NEEL (NIH Employee Engagement Liaisons); the FEVS POC Listserv; the NIH Training Center classes and consulting services; and specific FEVS Reporting training.
  - 9. Dr. Theresa Cruz asked if there are questions that the Child Care Board should be asking on the Life@NIH 2020 Survey to further explore areas asked in the FEVS. Ms. Dunn-Thomason suggested reaching out to Mr. Jonathan Lappin, Chief, Strategic Workforce Analytics and Engagement Branch, OHR and Ms. Anair Freeman, FEVS Program Manager, OHR. Dr. Richard Wyatt added that the Board should explore the questions that can guide the Board to action.
- C. **Northwest Child Care Center** – Chair Theresa Cruz reported that 141 children are currently enrolled at the Northwest Child Care Center; it is anticipated that there will be 145 children enrolled by January 1, 2020. At this time, the center is staffed to accommodate 85% enrollment; to get to 100% enrollment, additional staff are needed. The Wait List Committee will convene in February 2020.

#### IV. **Announcements and Adjournment:**

1. Happy Holidays!
2. Board Committees will report out at the January meeting.

The meeting was adjourned at 11:45 a.m.

**The next Board meeting will be held on January 30, 2020 in Building 45, Room D.**