



**October 28, 2021  
10:00 AM to 12:00 PM  
WebEx**

**Members, Liaisons, and Guests in Attendance:** Dr. Joe Bonner, Dr. Kristin Dupre, Dr. Tuba Fehr, Ms. Ila Flannigan, Mr. Dan Fogarty, Ms. Jackie Franco, Ms. Olivia Kent, Dr. Seema Nayak, Ms. Melissa Porter, Ms. Nicole Ray, Dr. Gilman Toombes, Dr. Blake Warner, Ms. Kate Winseck, Ms. Heather Rogers, Ms. Julie Margel, Ms. Christina Segura, Ms. Jen Rooms, Ms. Anne Schmitz, Ms. Barbara Acquaviva, Ms. Debbie Washington, Dr. Sila Ataca, Ms. Susan Borst, Ms. Tammie Edwards, Ms. Victoria Gudeman, Dr. Carl Hashimoto, Mr. Ivan Locke, Mr. Rusty Mason, Ms. Mallory McCormick, Ms. Linda Owen, Dr. Judith Walters.

**I. Welcome and Introductions** – Chair Kristin Dupre called the meeting to order, welcomed everyone, and asked guests to introduce themselves in the Chat Box.

**II. Updates:**

- A. Approval of Minutes – A motion to approve the September 23, 2021 meeting minutes was made, seconded, and approved by voting members.
- B. NIH Leadership Reply to 2020-2021 Child Care Board Annual Report – Chair Kristin Dupre shared Dr. Lawrence Tabak’s reply to the Annual Report and reviewed the recommendations made in the report.
- C. Childcare Centers Updates –
  - (1) POPI – Executive Director Christina Segura reported that they were doing well at the center. The roof refresh project is ongoing as is the playground site renovation planning project.
  - (2) NWCCC – Director Julie Margel reported that they are celebrating Spirit Week that will include a costume parade.
  - (3) ECDC – Executive Director Anne Schmitz shared that they created their own pumpkin patch for the children this year.
  - (4) Linda Owen introduced the new Child and Family Program Specialist, Susan Borst, who joined NIH on October 12. Susan is a former Montgomery County childcare center director and early childhood educator.

**III. Draft Work Plan 2021-2022** – Chair Kristin Dupre reported that the six standing committees of the Board met to review their proposed work plans for the year. The following changes were suggested for three of the committee work plans:

- (1) Innovative Programs changed wording on their final bullet in Work Plan to “Partner with the Office of Intramural Research (OIR) to review and identify mechanism(s) to support childcare cost support for NIH intramural fellows.”
- (2) Subsidy added bullet in Work Plan: “Assist the Innovative Programs Committee to explore avenues for providing childcare cost support for NIH intramural fellows/trainees.”
- (3) Membership added wording to their first bullet in Work Plan to include at the end: “present an online information session for interested candidates.”

A motion to incorporate each of the changes and to approve the 2021-2022 Work Plan was made, seconded, and approved by voting members.

**IV. Committee Assignments 2021-2022** – Vice Chair Olivia Kent reported the following individuals will be co-chairing the Board’s standing committees, as follows:

- (1) Back-Up Care Program Committee: Seema Nayak and Melissa Porter
- (2) Communications and Outreach Committee: Kate Winseck and Olivia Kent
- (3) Innovative Programs Committee: Dan Fogarty and Joe Bonner
- (4) Membership: Olivia Kent and Ila Flannigan
- (5) Subsidy Program Committee: Blake Warner and Tuba Fehr
- (6) Waitlist Committee: Jackie Franco and Heather Rogers

#### **V. Committee Reports:**

- A.** Innovative Programs Committee – Co-chair Dan Fogarty reported that the committee met to discuss the efforts of committee members and others to encourage the formation of a task force coordinated by the Office of Intramural Research (OIR) that would focus on mechanisms to provide childcare cost support for NIH intramural fellows. While an OIR-coordinated task force has not been formed, the committee plans to continue to partner with OIR. The committee also plans to engage with the director and others in the NIH Office of Intramural Training and Education regarding childcare issues affecting fellows and trainees.
- B.** Waitlist Committee – Co-chair Heather Rogers reported on the progress in adding an NIH Contractors waitlist to the centralized NIH Childcare Waitlist. The ORS Director approved the request to add a list of NIH Contractors to the centralized childcare waitlist in order to address the low number of preschool children with immediate need currently on the Waitlist. The contracted company that administers the centralized waitlist, Adventist HealthCare/LifeWork Strategies, is working on database logistics to make registrations by NIH Contractors possible. The Child and Family Programs team is preparing a communication plan and waitlist policies and procedures. Only preschool age children of NIH contractors will be allowed to be added to the Contractor Waitlist and siblings of those preschoolers will not be eligible for offers of enrollment. Individuals from other Federal Agencies who currently have their children on the “Other Feds” waitlist will be notified that the “Other Feds” list will be activated and they should update their child’s profile accordingly.

#### **VI. Announcements and Adjournment:**

- Parenting Support Groups – next group meeting: Tuesday, November 2, 10:00 AM
  - Register today to reserve your seat for the activity that interests you by clicking on the registration link <https://form.jotform.com/212774385266060>.
- Health and Wellness Council Meeting – Thursday, November 18, 2:00 PM
- NIH Childcare Centers closed Thursday and Friday, November 25 and 26

**The next Board meeting will be Thursday, December 9, 2021 at 10:00 AM**