



**Meeting Minutes – March 2, 2023
10:00 AM to 12:00 PM**

Members, Liaisons and Guests in Attendance: Dr. Joe Bonner, Ms. Molly Cluster, Dr. Kristin Dupre, Dr. Tuba Fehr, Ms. Ila Flannigan, Mr. Dan Fogarty, Ms. Jackie Franco, Ms. Jessica Meade, Dr. Seema Nayak, Ms. Melissa Porter, Ms. Nicole Ray, Dr. Mary Rooney, Ms. Kate Winseck, Ms. Heather Rogers, Ms. Julie Margel, Ms. Althea Treacy, Ms. Alicia Cross, Ms. Jennifer Rooms, Ms. Anne Schmitz, Dr. Carl Hashimoto, Ms. Ruth Fraley, Ms. Jennifer Lee, Dr. Judith Walters, Ms. Tammie Edwards, Ms. Susan Borst, Mr. Rusty Mason, Ms. Linda Owens, Ms. Chikeia Boykin, Ms. Rebecca Hommer, Ms. Soncheray Hall, Ms. Julie Thompson, Ms. Anneliese Norris, Ms. Lola Vosfieva, Ms. JoyAnn Courtney, Ms. Tiangay Waines, Ms. Sarah Williams, Ms. Winnie Trang, Ms. Julie Thompson, Ms. Jacqueline Lloyd

- I. **Welcome:** Chair Dr. Kristin Dupre called the meeting to order and welcomed voting members, liaisons, and guests. Dr. Dupre extended a warm welcome to Dr. Anneliese Norris – FelCom representative from NCI-Frederick, Ms. Alicia Cross, the new POPI Child Care Center Director, Ms. Marie Rienzo, the new POPI Center Liaison, and encouraged any new members to introduce themselves. Dr. Dupre acknowledged guests and attendees interested in the workings of the Child Care Board and reminded them they are welcome to serve on board committees and to attend the six meetings scheduled annually. Dr. Dupre asked for a moment of silence to respect the many individuals who lost lives in the recent earthquake in Turkey and Syria, and shared condolences to Dr. Tuba Fehr who lost family members in this tragedy.

Dr. Dupre shared the wonderful news about the arrival of Baby Gabor and shared new family pictures. Board member Dr. Helena Gabor and her family are doing well and excited about their expanded family and wonderful adjustment to baby.

- II. **Approval of Minutes:** A motion to approve the January 12, 2023, meeting minutes was made by Dr. Seema Nayak, seconded by Dr. Joe Bonner, and meeting minutes were approved.
- III. **ORS Updates on Northwest Child Care Center (NWCCC):** Ms. Tammie Edwards thanked her team who has been working on the transition operations at NWCCC, and both child care operators for their cooperative and professional work. Ms. Edwards announced that Rockville Day Care Association is committed to operations through May 12, 2023. There will be an interruption of service for issuance of the Child Care License to Operate Certificate and we are projecting a May 30 ECDC@NWCCC opening date, pending license approval. Additional discussion regarding delineation of roles & responsibilities, on-going weekly communications, staffing progress, and hours of operations was discussed.

Dr. Dupre echoed Ms. Edward’s thankfulness for the outstanding team efforts, acknowledging Ms. Tammie Edwards, Mr. Rusty Mason, Ms. Susan Borst, and Ms. Linda Owen for their NIH leadership and commitment to this change of child care operations.

IV. Child & Family Programs Update – Ms. Susan Borst

Ms. Susan Borst reported that the transition team is making great progress and meeting the timelines established for the ECDC@NWCCC transition. NIH continues to meet with Rockville Day Care Association (RDCA) and Executive Child Development Center (ECDC) weekly to ensure progress with

center turn-over and on-going communications with NWCCC families. Ms. Borst spoke about the mini-playground refresh to East Child Care Center (ECCC) / POPI and the removal of a tree, exposed roots, weeding of playground surfaces, and the leveling of the hill for sod application. All playground surfaces were mulched, and the children and center staff were excited about improvements to the new outdoor space. Ms. Borst announced that Child & Family Programs website changes are close to completion and thanked Ms. Linda Owen for her role in editing this information. Ms. Borst shared about her recent presentation to Aging and Adult Dependent Care Committee (AADCC), upcoming lunch and learn webinars, and delivery of eldercare statistics from our Life Work Strategies partner. She also spoke of her upcoming meeting with the Well-Being Ambassadors and requested that program information be shared through ICs for greater visibility of programs available to NIH employees.

Ms. Borst highlighted the many happenings at the child care centers:

NWCCC (RDCA) – Participated in Spirit Week, Dr, Seuss” birthday, focus on Spring and all things green, discussion of luck and what “lucky” means to different people, nutrition, and how food choices are important your body’s growth and development.

ECCC (POPI) – Celebrated an incredible outreach collection for victims of the Turkey/Syria Earthquake through a blanket, jacket, hand-warmers & warm clothing drive. The center has submitted their application for re-accreditation, participated in the Scholastic Book Drive earning new resources for the library and classrooms, and welcomed families into the center to celebrate different cultures.

ECDC (Rockville) – Started enrolling in their summer camp programming for children ages 5-12 years. This month they hosted a Valentine’s Day dance with a DJ with disco music, face painting, games, and photo booth. They also celebrated Dental Awareness month and have the Scholastic Book Fair scheduled for March 10th.

Dr. Anneliese Norris asked, “Why are there no childcare centers in the NCI/Frederick area?” Ms. Melissa Porter, who formerly worked in Frederick, MD, spoke of the historical background of childcare in this location. Previously, there was a small childcare center in this area with high costs. A feasibility study was conducted, and its outcome determined that most staff at this location are contractors, not federal employees. Further, there were adequate opportunities for community-based and licensed childcare. The Tribble Amendment stipulates that appropriated government funds must be awarded to federal employees. To reopen a child care center in this geographic location, more than 50% of enrolled children would need to come from federal employees and the center size would have to increase for affordability of child care costs. Child Care Subsidy funds are available to federal employees who qualify according to program requirements. Dr. Norris was told anyone with children from NIH had to leave to make space for army families, and they are not eligible for subsidy support. Mr. Rusty Mason spoke about the many restrictions that result from federal/military/civilian classifications. Dr. Norris asked, “Can a new feasibility study could be initiated?” Further discussion suggested that the results will not change if the parameters have not dramatically changed and that our Resource and Referral Services can help to identify licensed childcare providers in the immediate area. Ms. Susan Borst will follow-up and send the Child & Family Programs website and Resource and Referral information for posting at this location. Ms. Porter recommended checking-in with the Office of Scientific Operations, contact - Morgan Hut for further assistance.

IV. Committee Reports / Work Plan Review:

Membership – Ms. Ila Flannigan welcomed the new co-chair, Dr. Joe Bonner to the Membership Committee and expressed appreciation for his leadership. Ms. Flannigan spoke of the upcoming Q&A Sessions in March and the opportunity to better inform applicants of the workings of the Child Care Board

(CCB). The committee is working on a timeline of late March – April to get communications out about the CCB Membership, correspondence to applicants who complete applications, and schedule interviews. The Membership campaign should be completed in early May so introductions can occur at the final meeting of the Board year on June 1, 2023.

Innovative Programs – Mr. Dan Fogarty and Dr. Joe Bonner provided updates on behalf of the Innovative Programs Committee. Dr. Bonner spoke about Montgomery Moving Forward and the Child Opportunity Alliance (COA). This COA entity was originally a private and public partnership in Montgomery County and has been in the process of transitioning to a non-profit status.

Another area discussed was the support from the Deputy Director for Intramural Research (DDIR) on subsidy approaches that might reduce the financial burden on child care costs for fellows. Also discussed were opportunities for the Board and NIH Communities to submit responses to the NIH ACD Working Group on Re-Envisioning NIH-Supported Postdoctoral Training’s [Request for Information \(RFI\)](#) for the community to share insights on issues affecting and possible solutions to the recent decline in postdoctoral trainees. The responses from this RFI could result in identifying common themes of concerns, feasibility studies, white papers, and can be instrumental in bringing changes for NIH postdocs. Dr. Bonner shared his perspective and experiences with the RFI process and encouraged the submission of self or group statements. Dr. Dupre shared that there has already been a robust response to this RFI and encouraged additional submissions before the deadline date of April 14, 2023.

Child Care Subsidy - Dr. Tuba Fehr personally thanked the CCB members for their contact, kindness, and different forms of support for herself, her family, and her country during this difficult time of loss. Dr. Fehr reviewed the changes in the AGI Threshold announced in January 2023 from \$80K to \$100K with the hopes it will allow more federal employees to qualify to participate in the Subsidy Program. Dr. Dupre thanked Ms. Jessica Meade for her work modifying the Subsidy Program Flyer.

Back-Up Care - Dr. Seema Nayak presented slides that included an overview of the 2022 – 2023 Work Plan and mentioned her combined efforts with other committees to increase awareness of the Back-Up Care Program resources. Dr. Nayak’s presentation included slides on Program Utilization and Trends, Usage Metrics for Back-Up Care Days Used, by Care Types and Age Groups, and spoke about New Features to Bright Horizons Back-Up Care. The current data (July 2022-January 2023) indicates increases in program utilization, workdays saved, demand for care, and fill rate compared to recent years – despite a reduction in registrants. Dr. Nayak concluded her reporting noting the proposals for childcare cost support for NIH trainees, which could help with the cost of Back-Up Care for this population.

Ms. Melissa Porter spoke about the tutoring program and suggested crafting targeted communications on this aspect of the LifeWork Strategies contract. Ms. Susan Borst noted that she will submit information for inclusion in the monthly ORS Snapshot Communique.

Communications and Outreach – Ms. Kate Winseck thanked the committee members for their work and presented the 2022-2023 Work Plan goals, Progress and Next Steps, and reminded Board Members that we are Ambassadors for the Child Care Board. She invited all board members to share the Board’s resources and good works with ICOs, working groups, and committees. Co-chair, Ms. Jessica Meade shared analytics from September 2022 – February 2023 on Child Care Pages identifying Top Viewed Pages (NIH Child Care Centers, NIH Child & Family Programs, NIH Child Care Subsidy, respectively). These analytics will help us identify areas for focus and how we might communicate better and differently to meet the needs of a diverse NIH population.

Waitlist – Ms. Jackie Franco thanked the many different diverse groups that support the waitlist committee, including members across different ICOs, child care staff, and ORS members. Ms. Franco shared the CCB Waitlist Work Plan and Meeting Highlights and Action Items from their February 2023 meeting. Co-chair Ms. Heather Rogers led a Data Review providing 2016 – 2022 historical data related to children actively waiting for placement. As of the end of 2022, there were approximately 650 children on the waitlist with 224 waiting for immediate enrollment. Ms. Rogers identified employment category of parents/guardians and data across different age groups, noting that infant care is in the greatest demand. Approximately half of all offers are declined, which is an improvement from recent years. Ms. Rogers also shared some comments from parents regarding waitlist desires and what might help parents as they wait for NIH child care placement.

IV. Announcements and Adjournment

- Thursday, March 18th @ 1:00 p.m.- **NO** Lunch and Learn Webinar this month
- Thursday, April 20th @ 1:00 p.m. – Understanding & Advocating for School Aged Children with Special Accommodations (in collaboration with AADCC)
- Thursday, May 18th @ 1:00 p.m. – Gender Diversity: Navigating Changing Landscapes
- March is International Women’s Month – Lift Woman **Mentorship** Across the World
- Take Your Child to Work Day – April 27

V. Closed Session for Voting Members - Discussion and Adjournment at 12:05 PM