

# NIH CHILD CARE BOARD MEETING MINUTES

January 11, 2007

Building 31-Conference Room 6C6

**Members in Attendance:** Valerie Durrant, Christie Baxter-Espinoza, Jayne Lura-Brown, Angela Magliozzi, Richard Morris, Kim Plascjak, Henry Primas, Monica Ellerbe-Scott, Lisa Strauss, Susan Persons, Tracy Waldeck, Hillary Fitis (via conference call), Thomas Hayden, Matthew Kohn, Mary Ellen Savarese

**Voting Members Absent:** none

**Center Liaisons Attending:** POPI: Nikolay Nikolov, Paulina Alvarado.

**Guest:** Nadine Butler, NIH WorkLife Center

## **I. Welcome and Introductions**

Board Chair Valerie Durrant called the meeting to order at 10:05 AM and welcomed members and guests. Board members congratulated member Tracy Waldeck on the birth of her baby.

## **II. Approve December Minutes**

Valerie Durrant asked for approval of the minutes of the December 7, 2006 meeting. The minutes were approved as corrected and Mary Ellen Savarese recognized Lisa Strauss for her assistance with reviewing minutes.

## **III. Presentation: Back-Up Child Care**

Mary Ellen Savarese introduced Ms. Debi Phelps, Director of Client Services, Bright Horizons Family Solutions. Ms. Phelps presented information about the Bright Horizons Corporation and a variety of company services to employers. Ms. Phelps focused on various types of back up child care that can be provided to employees for emergency, weather related, holiday care when regular child care arrangements fall through. Employers can purchase spaces or priority enrollment in free-standing or traditional child care settings. Currently, there are no back-up child care center options in the Montgomery County area. Ms. Phelps offered to answer questions as the Board gives more consideration to this topic. Members thanked her for the information and presentation.

The Board had further discussion on this topic and decided to form a committee to explore possible options for NIH. Committee members include Hillary Fitis, Angie Magliozzi, Susan Persons, Tracy Waldeck and Christie Espinosa.

## **IV. NIH Child Care Subsidy Program Report**

Valerie Durrant introduced the final draft of the Child Care Subsidy Pilot Report and Recommendations. Members offered changes and comments. There was a discussion of the advisability of making the Board recommendations very specific or more general regarding

funding levels and program operation. The Board voted to accept the amended report with the inclusion of an “implementation phase” of two years in order to better gauge the actual number of NIH employees eligible for the subsidy, therefore the actual cost of the subsidy program.

Valerie Durrant and committee will make final changes and forward to Drs. Zerhouni and Kington.

#### **V. Child Care Facilities- Letter to ORS Director**

A draft letter which had been discussed at the December meeting was included in Board member packets. The letter, from the Board to the Director Office of Research Services, (ORS), requests funding for on and off campus child care facilities. Due to short time remaining the Board decided to hold this letter for discussion until the March meeting. It will be sent to members for review prior to the meeting.

#### **VI. Convene Parenting Festival Committee**

Jayne Lura-Brown announced that the NIH Parenting Festival would be held on May 9, 2007 in Building 50 and she has volunteered to Chair the planning committee. Ms. Lura-Brown confirmed (and added) Committee volunteers: Henry Primas, Hillary Fitis, Lisa Strauss, Christie Espinosa and Nadine Butler.

#### **VII. Announcements:**

- At the last Board meeting there was discussion of the fact that voting Board members participate on the Board is an official duty and Board activities may be included as a non-critical element on an employee’s performance plan. Richard Morris distributed a copy of the form that will be completed by the ORS Child Care Programs Manager to provide specific comment about the activities of each Board so that their participation may be included in annual performance reviews.
- Mary Ellen Savarese asked to convene the Waiting List Committee in order to review and evaluate the effectiveness of policy changes made in 2006. The Committee, Lisa Strauss, Christie Espinosa, Monica Ellerbe-Scott, Tracy Waldeck and Hillary Fitis will meet in February.
- Mary Ellen announced that Juanita Mildenberg, ORF, who is the longest serving member of the NIH Child Care Board, will retire from NIH in February. The Board would like to invite Ms. Mildenberg to a future meeting to honor her commitment and service to NIH child care.

Meeting adjourned at 12:10 PM.

**Next Board Meeting March 1, 2007**