

NIH CHILD CARE BOARD MEETING MINUTES

September 22, 2005

Building 31 – 2C15

10:00 a.m. to 12:00 p.m.

Members in Attendance:

Janet Austin, Valerie Durrant, Monica Ellerbe-Scott, Hillary Fitis, Jayne Lura-Brown, Angela Magliozzi, Juanita Mildenberg, Richard Morris, Kim Plascjak, Henry Primas, Lisa Strauss, Tracy Waldeck, Mary Ellen Savarese

Members Absent: none

Liaisons in Attendance:

POPI: Paulina Alvarado, Christine Koch-Paiz

ECDC: Anne Schmitz, Beth Levy

Childkind: Jaydah Wilson, Michael Difilippantonio

OGC: Valerie Hurt

Board Staff: Joy Postell

Guest: Christie Baxter, Tom Hayden, Shirley Labella, Stephanie Kreider

- I. **Welcome and Introductions:** Janet Austin began the meeting by welcoming members, liaisons and guests liaisons to the new Board year. New members introduced themselves and shared their interest in the Board. Janet presented Child Care Board coffee mugs to new members.
- II. **Child Care Annual Board Report:** Janet Austin presented the annual Board report and letter of response from Drs. Zerhouni and Kington. In a formal letter they congratulated the Board on the implementation of the Child Care Subsidy, improvements to the operations and management of the waitlist and the various other parenting services for NIH employees. The letter went on to say that they take the Board's recommendations seriously, including the building of NIH Northwest Child Care Center which is slated for funding FY 2009. Drs. Zerhouni and Kington concur with the NIH Child Care Board that a Child Care Center in the Rock Springs cluster would serve a large number of employees and would be a visible demonstration of NIH's commitment to improving the quality of work life for its employees. The letter concludes that they will work with the Office of Legislative Policy and Analysis (OLPA) to identify a contact person within OLPA to participate in Board discussions as needed and as availability of staff permits.
- III. **Remarks from DOES Acting Director Tom Hayden:** On behalf of Shirl Eller, Acting Director, Office of Research Services, Tom spoke to the Board about current issues at the NIH that will impact program budgets and operation. ORS, as referenced in the response from Drs. Zerhouni and Kington, will present a revised business case and request for funding for a child care center in the Rock Springs area at the October 2005 ORS Advisory Committee. He congratulated the Board on launching the subsidy and thanked them for their efforts and support to the NIH Child Care programs.
- IV. **Approval of Minutes:** Janet called for a motion to approve the June 2005 Board minutes. All members were in favor and the minutes were approved.

- V. Membership Committee Report:** Kim Plascjak talked to the Board about the function and importance of the membership committee. The Committee has filled all five Board vacancies and will reconvene in the spring. Committee members were recognized for their efforts.
- VI. Annual Board Orientation:** Valerie Hurt reviewed her role as an OGC staff member and how it relates to the Board. She also touched on the Tribble Amendment and the legal limitations and ethical requirements of the Board. Mary Ellen outlined the practical information including time commitments, member roles and responsibilities and Board goals for the 2005-2006 term.
- VII. Board Work Plan and Work Year:** Janet asked for final feedback and revision to the 2005-2006 Work Plan which had been sent to members in September. Richard Morris proposed that the Board add an emergency preparedness initiative. Specifically, how the NIH child care centers would respond during public health emergencies like hurricane Katrina. He also proposed the idea of posting information about playgroups as an offshoot to the NIH parenting Listserv. The Board approved the original work plan with the additional recommendations. The plan for the Work Year will be revised to accommodate the plan.

VIII. Committee Appointments: Members volunteered as follows:

Board Charter Revisions Committee: Richard Morris, Christie Baxter and Mary Ellen Savarese

Communications Committee: Angie Magliozzi, Jayne Lura-Brown, Valerie Durrant, Tracey Waldeck, Monica Ellerbe-Scott and Joy Postell

Waitlist Committee: Christie Baxter, Monica Ellerbe-Scott, Tracey Waldeck, Lisa Strauss, Mary Ellen Savarese and Joy Postell

Emergency Child Care Planning Committee: Angie Magliozzi, Lisa Strauss, Jayne Lura Brown, Anne Schmitz, Beth Levy, Richard Morris and Joy Postell

IX. Announcements:

Shirley Labella from the NIH Work Life Center passed out the Faces and Phases seminar series for the fall.

Mary Ellen distributed NAEYC "Circle of Children" pins for Board members to thank them for their participation and to remind them of the role of the Board in fulfilling the Board Mission.

Meeting adjourned at noon.

The next meeting will begin on October 27, 2005 Building 31/ 6C Room Conference 7

Prepared by: Joy Postell 9/27/05