



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR
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FORT BELVOIR, VIRGINIA 22060-5928

AMIM-BVW-WC

4 June 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Child and Youth Services (CYS) Parent Advisory Board (PAB) Meeting Minutes

1. In accordance with the Military Child Care Act of 1989, Army Regulation 608-10, and CYS Operational Guidance, the CYS PAB met on Thursday, 9 May 2024, at 1300 via Microsoft Teams, Fort Belvoir, Virginia.
2. Agenda (Enclosure 1).
3. Total attendees recorded were 12; to include leaders, CYS staff, and CYS Families.
4. The meeting began at 1300 with opening remarks from CYS Program Operations Specialist, Mr. Leo Duran. Mr. Duran welcomed and thanked everyone for attending the PAB meeting.
5. Discussed the Current Operation Status. Rivanna Station Child Development Center (CDC) is expected to re-open in July-August 2024 timeframe. For Fort Belvoir North Area (FBNA) 1 & FBNA 2 CDC, the director is currently working on hiring more staff and expecting to open in August-September 2024 timeframe. Woodlawn CDC heating, ventilation, and air conditioning will be completed in August 2024 and expecting to open in September 2024.
6. North Post CDC/South Post CDC playground projects will begin 1 June 2024 and are expected to be completed by December 2024.
7. Discussed safety reminders about not to leaving vehicles running unattended and to drive at a safe speed through the parking lots. Do not illegally park and if there is a time limit for parking, please follow the signs. Those signs are for drop-off/pick-up only.
8. Parents who want to volunteer as coaches, please get in touch with the CYS Youth Sports (YS) Department at 703-805-1258/9139/9138 and/or e-mail CYS Contact Us E-mail: usarmy.belvoir.imcom.mbx.cys-contact-us@army.mil. CYS invites Families to access our Belvoir CYS Facebook page (<https://www.facebook.com/belvoircys>) and Belvoir Website (<https://belvoir.armymwr.com/programs/youth>) for more information.

“LEADERS IN EXCELLENCE”

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9. YS Department is looking for instructors to do a Gymnastics program or Tae Kwon Do program. Some YS upcoming events are the America's Kids Run scheduled for 28 May 2024 at the Pullen track area and the Color Run scheduled for 8 June 2024 at the Parade Field.

10. The Part Day Program for Pre-School and Pre-Kinder is available at the Markham School Age Center (SAC). Families must go on Militarychildcare.com (MCC) to place a request for care on the waiting list. Summer Camp for SAC waitlist is open.

11. Questions and Answers:

a. COL Messina asked how CYC is informing the Families about Rivanna CDC reopening. Mr. Duran responded that once the list opens in MCC Families will be notified about the facility re-opening and Families that were enrolled and wishing to come back will have priority.

b. A parent asked if CYC can make changes in food menus for children if they are not eating what is served when they serve tuna salad sandwiches or fish tacos and what is the proper channel to address or how the process works. Mr. Duran responded that he would have a conversation with the facility director and with the nutritionist to see what we can be done.

12. Announcements:

a. Reminded parents that CYC Quarterly Training Day would be, 14 June 2024, 8 November 2024, and September TBD. Dates are subject to change. All CYC facilities are closed during CYC Quarterly Training days and Federal Holidays. 2024 CYC training and Federal Holiday closures are available at <https://belvoir.armymwr.com/programs/parent-and-outreach-services>.

b. Next Parent and staff education program conducted by the Military and Family Life Counseling consultant's "Lunch and Learn" is schedule for Wednesday, 14 August 2024 from 1200-1300 via Microsoft Teams. The CYC administration encourages parents and staff to attend informative, engaging meetings. It is not exclusive to the children in the facility.

c. Parents participating in the PAB minutes will receive "Why I am Needed" points that go towards a discount on the account after 10 points are accumulated.

d. The graduation Schedule for children graduating to go to school is as follows: School Age Center 23 May 2024, North Post CDC and JoAnn Blanks CDC 7 June 2024 and South Post CDC 13 June 2024.

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e. CYS will be holding a hiring event 25 June 2024 at the Prince William Government Ferlazzo Building in Woodbridge VA from 0830-1300. There is also an open and continuous job announcement in USA Jobs.

c. PAB Meeting minutes can be located at:

<https://belvoir.armymwr.com/prorams/parent-and-outreach-services>

13. Leadership thanks participants on the call. The meeting was adjourned at 1323 hours.

Encl

1. PAB Meeting Agenda

JOSEPH V. MESSINA
COL, AG
Commanding