



FY 2013 – 2014
Minutes of the NFI Board Conference Call
Monday, September 15, 2014

Present: J. Alberts, H. Als, V. Batkin Bjornson, D. Buehler, M. Daly, J. Helm, S. Kosta, g. Lawhon, G. McAnulty

Dr. Helm opened the meeting at 12:05pm EDT.

Governance Update

Dr. Helm reported that he will distribute a draft of the business plan to the Board prior to the October Board meeting. He is also working with the attorneys at the law firm of Morgan, Lewis and Bockius (firm that agreed to provide pro bono services) to draft the NFI's Gift Acceptance Policy, and will present a draft at the October meeting. He also reported that he has a phone call scheduled with Draeger to explore funding opportunities.

12:15pm Dr. Lawhon joined the meeting

25th Annual Trainers Meeting Update

Dr. Lawhon reported that the primary components of the meeting are coming together. She indicated that she has received emails expressing frustration regarding the two NNCP sessions. The Board agreed that clarification of the NNCP's importance in training is necessary. It is Dr. Als' hope that the sessions will strengthen each trainer's understanding that this is the next level of growth in their training.

Advancement Committee Update

Dr. Buehler reported that her team has worked with the Governance Committee to draft the Business Plan and Gift Acceptance Policy previously mentioned by Dr. Helm.

She reported that she sent out a request for photographs to update last year's World Prematurity Day poster for this year's celebration on November 17th. Her goal is to distribute print copies of the poster to the attendees of the Trainers Meeting.

She reported that fundraising efforts have lead to the submission of a Letter of Intent to the Ronald McDonald House Charities; a decision is expected in October. The team is working with a list of other foundations and with the help of Ms. Cummings will prepare other applications. She reported that, after taking a brief leave of absence, Ms. Martin is available to provide grant assistance. The team is preparing a crowdfunding campaign for which they need to produce a short video. Their goal is to be ready to launch the campaign by December.

Concern was raised by a Board member about the advertisements that appear when viewing the online video *NIDCAP: One Family's Story*. Dr. Buehler indicated that she is troubleshooting the problem. Dr. Als stated that colleagues in China are unable to access Youtube and therefore she requested a copy of the video. Dr. Buehler will make the copy available to her.

Dr. Buehler reported that the next social media platform to be developed will be the NFI blog. Continuation of this work requires the signing of another contract with Rocky Peak Enterprises (Teri Thompson).

Program Committee Update

Dr. Als reported that the Program Committee is working with Ms. Warren to update pre-education materials. The committee is also drafting a policy that defines recertification requirements for NIDCAP/APIB professionals

and trainers, and training centers, as well as NIDCAP Nurseries. The first draft will be reviewed by the Quality Assurance Council before or at the Trainers Meeting. Dr. Als reported that Ms. Kosta drafted a list of certified individuals who are not NFI members and stressed the importance of striving for alignment between certification and membership. She pushed for the development of strategies to engage all trainers to encourage their trainees to become members. The training database may be set up to trigger new members.

Dr. Als reported that she has no update to report on the FINE program, but it is her hope that the latest version of the FINE program will be made available to the Board soon. She asked that there be time allotted at the October Board meeting for discussion of the program's content, title, and referencing, and whether and how to incorporate it into the NFI's programs.

Dr. Als reported that all the requirements to become a NIDCAP Training Center have been met by the center in development at the Pediatric Integrated Hospital of Sao Joao Hospitals in Porto, Portugal. She is awaiting formal documentation from Dr. Basso, their NIDCAP Master Trainer, and expects it may arrive prior to the Trainers Meeting.

Finance Committee Update

Dr. McNulty reported that she and Ms. Kosta will complete the FY13-14 End of Year Report and will prepare a budget for FY14-15. The committee is also working on a method to log in-kind donations. If there are sufficient funds available in the restricted funds account a new contract with Teri Thompson will be signed. Dr. Buehler stressed the urgency for this contractual agreement to be settled soon and asked for a Board vote to proceed. Dr. McNulty proposed that the Board agree to sign the contract pending a discussion between Finance and Advancement regarding sufficiency of funds.

Upon motion duly made, seconded and carried it was unanimously

VOTED: To approve the contract with Rocky Peak Enterprises (Teri Thompson) pending determination by the Finance and Advancement Committees of its financial feasibility.

Other Business

Elections - Dr. Helm reported that as of today there will be five candidates on the ballot for four Board seats. He indicated that each candidate will be asked to write a brief statement by October 5, 2014. Online voting will begin October 10, 2014 and end October 20, 2014. The live election will happen at the Membership Meeting on October 25, 2014. The nomination period is still open.

Financial Oversight Council - Dr. Helm reminded the Board that a decision was made to rotate the members of the Financial Oversight Council. He will put out a call for volunteers to join the Financial Oversight Council.

12:50pm Dr. Als left the meeting

Monthly Conference Call - The Board decided to cancel the monthly conference call scheduled for October 20th.

Neonatal Nurses Day - Ms. Batkin Bjornson announced that today is Neonatal Nurses Day and encouraged people to acknowledge the day with posts on social media platforms.

There being no further business upon motion, duly made, seconded and carried, Dr. Lawhon adjourned the meeting at 1:00 p.m. EDT on Monday, September 15, 2014.



Sandra M. Kosta
Secretary
NIDCAP Federation International