

## NIDCAP Board of Directors Conference Call

Thursday 21<sup>st</sup> / Friday 22<sup>nd</sup> May 2015

Present: gretchen Lawhon (President, Chair), Kaye Spence (Secretary, Minutes), Gloria McAnulty, Kathy VandenBerg, Mandy Daly, Jeff Alberts, Rita Cummings.

Apologies: Heidelise Als, Deborah Buehler, Nikk Conneman, Jim Helm.

### Open Agenda

1. *Developmental Observer.* Jeff Alberts gave an update on the archive system at the University of Indiana. There is a requirement that a member of Faculty is involved in the Editorial Team to enable publication to occur. gretchen asked if this requirement would be fulfilled if Jeff was on the Editorial Board. Jeff indicated that probably yes but would follow-up. Hopefully it can be settled before the Trainers Meeting.
2. *Minutes.* The minutes from the May Board of Directors two-day meeting have been circulated. Two members have commented. Final comments to be received by 1<sup>st</sup> June for conclusion by email.
3. *Trainer's Meeting Update.* gretchen gave an update on the progress of the Organising Committee.
  - Joy Browne has agreed to participate in two sessions. One a reflective consultation process with a colleague Trudi from Phoenix who will partner with her in the session. Advanced readings will be sent to participants. The second session in the open day is a parent panel which Joy will facilitate. The parent participants have been identified and invited by the local team.
  - Dr. Paige Terrian Church has been invited to present from to the Toronto group to present on the Family Integrated Care Model. If she is unable to do so then she will have one of her team members cover.
  - The Swedish experience presentation will be done by Agneta Kleberg and one of the Neonatologists who is a NIDCAP Trainee.
  - The results of the membership survey will assist in informing aspects of the program including small group session.
  - Potential exhibitors are being identified to gain industry support the program.
  - Gloria McAnulty raised the attendance of Rodd Hedlund at the Trainer's Meeting and his contribution to the DO and the NNACP. His travel and lodgings have been covered by the NFI. Clarification was sought from the BOD regarding the costs. It was agreed that the NFI would pay economy travel and lodgings for Friday through to Tuesday pm. The primary support is for his role as DO Editor and secondary as NNACP Director and the expectation is

that he will get information from the meeting to enable him to produce the DO. Kaye Spence raised the point that there has been no output since the 2014 Trainer's Meeting. It was acknowledged that he heads an Editorial team however it remains the responsibility of the Editor to have the DO produced on time. Discussion took place on the expectations of the Editor to produce the issues as a performance indicator for the position. An important point was that the agreement for him to have expenses covered for the NIDCAP Trainers meeting is for his role as editor of the Developmental Observer. He is a paid consultant for his NNACP Director position and the attendance of the Trainers meeting was not set up for this position.

4. *NFI Charity Status.* The NFI has a charity status in the USA with a 501C3 non-profit classification. Discussion took place about the status in other countries and need for registration as a charity in some countries. For donations to be recognised this would be a significant issue for large donors or foundations. Gloria McAnulty will have a discussion with the pro-bono attorneys regarding international recognition and financial contributions. The branding marks for the NFI have been registered in many countries where NIDCAP Training occurs.
5. *Strategic Plan.* Rita Cummings spoke on the compilation of the workshop information. She suggested putting the action items into a separate document and having a streamlined strategic plan that could be placed on the website for the members. A next step would be for members of the BOD to continue to work on the action plans. Rita asked each member of the BOD to provide feedback to her by May 31<sup>st</sup>. All comments will be compiled and forwarded to gretchen for the Executive Council.

gretchen thanked Rita for all the work she undertook with the facilitation and production of the strategic plan document.

The evaluations from the BOD meeting will be circulated by gretchen. Overall it was seen as a positive, professional and productive meeting.

Kaye mentioned that she has been working on a schema of the NIDCAP and APIB Training models with Deborah. It is hoped that this may provide some clarity for members who may not be intimately involved in the model.

#### **Open Agenda Items**

6. Mandy advised that quite a large number of parent organisations from around the world have expressed an interest in working with the NFI and in also contributing to the blog. Mandy has forwarded details from the various organisations to Deborah and this list also includes some of the better known US preemie personalities such as Deb Discenza, Nick Hall, Keira Levit Sorrells. To begin with the NFI board could contact each of these organisations and individuals by way of introduction and establish what each group is in a position to offer ie blog, support etc. There is the possibility for these organisations to publicly offer their support of the NFI on their websites.

7. Kathy Vandenberg reported that the Advancement Committee will be meeting by conference call tomorrow (Friday 22<sup>nd</sup> May).
8. Jeff Alberts spoke about his correspondence with Terri Thompson regarding details for local business support for NFI and how to approach corporations for sponsorship. The discussion was very helpful.
9. Rita Cummings mentioned that the BOD need to keep moving forward in terms of the next steps from the actions of the strategic plan.

Meeting closed 0650.

Action Items

Item	Who Responsible	Completed
Partnering with For-Profit Corporations	Jim Helm	
Gloria will approach Rodd regarding the feedback and financial support of the DO Editor role	Gloria McAnulty	
Convene a small group to look at membership benefits	Jim Helm	



Kaye Spence AM

Honorary Secretary NFI

May 31<sup>st</sup> 2015

