



## Annual NFI Membership Meeting – October 17<sup>th</sup> 2015

### Chandler, Arizona, USA

#### Minutes

In attendance Board of Directors: gretchen Lawhon (President – Chair), Heidelise Als, Deborah Buehler, Nikk Conneman, Rita Cummings, Mandy Daly, Jim Helm, Gloria McAnulty, Kaye Spence (Minutes),

Absent: Jeffery Alberts, Kathy Vandenberg

Members in attendance (40+9=49): Bonnie Moyer, Nadine Griffiths, Fatima Clements, Hercilia Guimaraes, Karen Smith, Josep perapoch, Graciela Bassu, Maria Lopez, Monique Oude Reimer, Esther van der Heijden, Unni Tromren, Marni Panas, Krystal Johnson, Carolanne Middleton, Andrea Nykispilo, Iris Kahlen, Joan McGinnis, Mary Ann Sawyer, Linda Lacina, Kathryn Morris-Scott, Jennifer Hoffner, Mary O'Connor, Eleanor Hutson, Rodd E Hedland, Stiya Klemming, Agnetha Kleberg, Eva Jorgenson, Natascia Bertoncelli, Samantha Butler, Debora Paul, Brigit Holzhter, Marla Wood, Joy Browne, Kazi Felty, Kathleen Philbin, Sarah Wingert, Dianne Ballweg, Fabrizio Ferrari, Charlotte Caspol, Dorothy Vittner .

Non-members in attendance: Patty Haler, Kris Mulholland, Michelle Krouse

Meeting opened 13.35 with Dorothy Vittner as moderator.

gretchen Lawhon as President welcomed the membership

#### Agenda Items:

1. *Advancement Committee report* (attached with 2 attachments) presented by Deborah Buehler as Chair of the Committee. (Report attached)

Highlights presented were: Consultants used, weekly conference calls, Updates to the webpage, Social Media, the Blog, new format for the Developmental Observer with archives at the University of Indiana, Poster for World Prematurity Day, Fundraising plan, One day conference in Carolina a profitable success, first corporate sponsor secured – SONICU, creation of the initial Family Advisory Council with links to parent organizations.

2. *Governance Committee Report (attached)* presented by Jim Helm (Chair) – Report attached

Highlights presented: Oversight committee reviewed the financial books and all was in order, membership currently stands at 246, aim is to have student members convert to full financial members once they become NIDCAP Professionals. The goal is to increase the membership by

30 each year. New membership pins are available. The current trainers database is rather cumbersome, trainers can ask for assistance, a revised database is planned. The report of the French NFI Chapter is attached.

3. *Finance Committee Report* (attached) was presented by Gloria McAnulty (Treasurer).

The report was compiled with assistance from Sandra Kosta, Finance, Operations and Administration Director. (attached). The report for the last financial year was presented and the final net income was \$38,443.56

4. *Program Committee Report* (attached) was presented by Heidelise Als (chair).

The full report is attached and the following highlights were summarized. Quality Assurance Advisory Council has met and developed a certification renewal process. This will be presented during this meeting. NNACP would like to acknowledge the work of the Director Rodd Hedland. The binder has been modified. Four centres are in early stages of the process. Training efforts, will soon have 46 trainers, more master trainers are needed as well as another senior master trainer. The aim is to build leadership as well as assisting individuals in their NIDCAP efforts. Intellectual Property – the logo has been protected and aspects of the programs are protected. NFI endorsements, Kaye Spence has joined the working group and will seek out representatives from the membership to assist in the process for seminar programs as well as more structured educational programs. A Scientific sub-group has been established led by Jeffery Alberts. Abstracts will now be published in the new look Developmental Observer and indexed in the library of the University of Indiana. The Trainer's Meeting program sub-group was led by gretchen Lawhon and supported by Jean Powesland, The Education group is chaired by Nikk Conneman. The FINE program has been endorsed by the NFI but remains independent of the NFI. Heidelise Als thanked all the members who have contributed to the work of the program committee.

5. *The President's Report* (attached) was given by gretchen Lawhon who acknowledged all the voluntary work of the Board of Directors which sometimes amounts to 20 hours a week. New board member Kaye Spence was acknowledged and her role as an officer of the board. The new position of Finance, Operations and Administrative Director was filled by Sandra Kosta on a part-time contracted position. Several trainers without a centre are now positioned under the auspice of the NFI. Work continues on the strategic plan which will be posted on the NFI website for members. The Executive Council continues to support the President in an advisory capacity.
6. *Elections* – Kaye Spence as Secretary reported that there were no additional nominations for the three terms that ended. The current incumbents; gretchen Lawhon, Jim Helm and Mandy Daly all re-nominated and were elected by acclamation. Kaye then spoke to the membership on the disappointment of the Board that there were no nominations. As a new member she is willing to speak to any member who may be considering an interest to run for the BOD.
7. The agenda then moved to the *Open Forum* to enable the members to ask questions of the reports or raise other items from the floor.
  - I. History of the NFI. A discussion ensued regarding the value of maintaining the history of the NFI and NIDCAP. It was acknowledged that we currently have a living history with some

- of the members. A historian position was suggested by Joy Browne. The President asked if this was of interest to the membership and if there were interest to form a task group. Bunny Hutson indicated her interest.
- II. It was suggested by the Board that there could be a section on the webpage that calls for Expressions of Interest (EOI) from the membership for particular skills that could assist the Board in making the structure more inclusive of the membership.
  - III. The new database will enable trainers to update their training records.
  - IV. John Chappel asked for the Board's official response for individuals (non NIDCAP Professionals) becoming members of the NFI. The response was yes if they worked for the NIDCAP philosophy and were in good standing.
  - V. Dorothy Vittner (moderator) raised the topic of pre-NIDCAP education. Nikk Conneman responded by describing the roll-out of the FINE program across Europe. This has started with small select groups who will hopefully go onto to do NIDCAP training being more informed and familiar with a similar program. Jim Helm spoke on other opportunities for individuals in their preparation for NIDCAP training. Jim indicated that he often speaks and guides individuals on the opportunities available. Most trainers would be willing to act in this role and he is willing to be a connection. Mary O'Connor spoke on how the FINE program can be used for individuals to examine their own practices. Nikk Conneman responded that NIDCAP may be more effective for individuals. Either way we need to be mindful of how individuals can be supported as they undergo NIDCAP training. Jean Powesland asked if FINE is recognised by the ACC in the USA. Karen Smith responded that the endorsement criteria was difficult. She is currently working with magnet certification of various programs.
  - VI. Dorothy Vittner (moderator) put to the membership the topic of the criteria used in the USA for certification of programs. The issue of Magnet certification was raised from the floor with a suggestion of how NIDCAP can be incorporated. Karen Smith mentioned she is working with reviewers on the Magnet criteria. A 'gold star' is given to hospitals with a magnet status. She emphasised that we need to understand the language used in their accreditation. Joy Browne emphasised that Magnet is a USA based system. Joy also informed the membership of the National Perinatal Certification program and this program maybe more applicable to NIDCAP.
  - VII. Kaye Spence spoke on the Board's decision to review the NFI endorsement process. A call for individuals from the membership to join a small working group led by Kaye. Please inform if you are interested.
  - VIII. Iris Kahlen spoke on a perception that developmental care is well known but NIDCAP is not so well known. She suggested that there needs to be a measurable outcome to differential NIDCAP from Developmental Care. She was not aware of individuals being held accountable for using NIDCAP in practice.
  - IX. Samantha Butler asked if there were long term plans to move NIDCAP into areas other than premature infants in NICUs? gretchen Lawhon responded that this is an area which would benefit from further consultation with the membership. She also expressed that it would be good to know what work is being done with NIDCAP by the membership.
  - X. Karen Smith informed the membership of the work being done through the Graven's Developmental Conference and the working group on developing competencies for

- developmental care. There is international representation and it includes all neonatal populations.
- XI. Dorothy Vittner (moderator) asked the Board of Directors to consider the rising costs of attending the NIDCAP Trainers Meeting as many members were finding it difficult to attend. Nikk Conneman responded that the format and costs will be discussed at the Board of Directors meeting on the 18<sup>th</sup> October. Considerations for alternate accommodation that may be more affordable were raised. Kathleen Philbin asked if there could be more creative ways of looking at the venue options with the aim of keeping the costs down. Nikk Conneman responded that the Board would consider the form and purpose and discuss options for venues. Heidelise Als responded that the hosts share their special place and the environment is important as the delegates need to be comfortable.

There was no further discussion and the meeting closed at 15.35.

The reports will be available on the webpage.

A handwritten signature in black ink, appearing to read 'Kaye Spence', is centered on the page. The signature is written in a cursive style with a horizontal line underneath.

Kaye Spence AM

Honorary Secretary NFI