



MINUTES, QAAC ZOOM MEETING, 12 JULY 2017

Present: *H. Als, K. Smith, D. Buehler, K. Vandenberg*

Absent: *J. Browne, g. Lawhon, G. Basso*

TOPIC: MINUTES

The Minutes from the QAAC Meeting Calls, 10 May 2017 and 14 June 2017 were reviewed and adopted. The final Minutes will be sent to Sandra Kosta for web-posting.

TOPIC: Addressing Goals, Objectives and Plans for the 28th NIDCAP Trainers Meeting (NTM) in Edmonton, Canada, Sunday, 22 October 2017, 1200 to 1300.

Questions to be answered include: What supports would Trainers find most helpful for their training activities? gretchen Lawhon had sent a request to the QAAC from the NTM Organizing Committee to send goals, objectives and format for the QAAC Session before the end of July.

Joy Browne superbly stated the goals and objectives of the session and outlined the format and resources required. She also made suggestions re possible non-trainer session facilitators. The QAAC member participants on the call adopted Joy's suggestions in full and discussed seven Trainer sub-groups: Master Trainers, Senior Trainers, Trainers in four language subgroups (French; Spanish/Portuguese/Italian; Other European; and Canadian/US), as well as Trainers-in-Training, and selected facilitators for each of the groups except the Spanish/Portuguese/Italian Trainer Subgroup, for which Heidelise Als agreed to write to Graciela Basso. Scribes remain to be identified.

Heidelise Als agreed to write to Joy Browne to thank her for her excellent work and inquire whether she would be willing to chair the session at the NTM and accept briefing the facilitators and scribes, perhaps by ZOOM call. She also agreed to write up the document requested by gretchen Lawhon, utilizing the information offered by Joy Browne; she will send it to Joy Browne and the other QAAC Members for review, before sending it to gretchen Lawhon.

TOPIC: Questionnaire re Trainer Support Formats

The group decided that it was worthwhile to collect the information from the recently developed Questionnaire asking about specific Trainer Support Formats Trainers might find helpful. Kathy Vandenberg had trialed the Questionnaire and found it easy to fill out and helpful. Heidelise Als

agreed to send the Questionnaire to the NIDCAP Trainers and request their answers by mid-August. The information once received will be collated and shared with the QAAC to be discussed in considering next steps in supporting Trainers.

TOPIC: Lunch Meeting for QAAC Members during the NTM in Edmonton, October 2017

The group agreed that it would be wonderful and important to have a lunch meeting together; it also was discussed that chairing the QAAC will rotate with the new Board Year, Oct 2017. Members are encouraged to consider volunteering to chair the QAAC sessions, prepare the Minutes and develop the Agenda. A mutually agreeable QAAC lunch day during the NTM will be decided by email.

The session was closed at 1605.

The next QAAC Conference Call via ZOOM will take place on **30 August 2017** at 1500 (EDT).

Dated 13 July 2017. Kathy Vandenberg/HA.