



NIDCAP Federation International (NFI)

Board Conference Call Minutes: January 7, 2019

Present: Heidelise Als, PhD, Deborah Buehler, PhD, Nikk Conneman, MD, Mandy Daly, ACII, DLDU, James Helm, PhD, Jean Powlesland, MS, RN, Dalia Silberstein, PhD, RN, Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, CHPE.

Absent: Gloria McAnulty, PhD, Björn Westrup, MD, PhD.

Executive Director of Administration and Finance: Sandra Kosta, BA

Time Keeper (Rotating Role): D. Silberstein

Our Mission

The NFI promotes the advancement of the philosophy and science of NIDCAP care and assures the quality of NIDCAP education, training and certification for professionals and hospital systems.

Our Vision

The NFI envisions a global society in which all hospitalized newborns and their families receive care in the evidence-based NIDCAP model. NIDCAP supports development, enhances strengths and minimizes stress for infants, family and staff who care for them. It is individualized and uses a relationship-based, family-integrated approach that yields measurable outcomes.

Agenda

Meeting called to order at 12:03 pm Central Standard Time

Topics

- Board Meeting Minutes (J. Powlesland)
 - 2018 December Board of Director Conference Call Minutes

Upon motion duly made by J. Powlesland to approve the BOD meeting minutes for December 3, 2018, seconded by J. Helm it was unanimously accepted;

Voted: to approve the meeting minutes for the BOD Meeting December 3, 2018

Action: J. Powlesland will send S. Kosta the approved December 2018 BOD Meeting Minutes to be posted on the NFI website.

- Board Business (D. Buehler)
 - Mid-Year NFI BOD Meeting details (D. Vittner/J. Powlesland)

The Board confirmed the dates of June 13-14, 2019 for the NFI BOD Mid-Year Meeting. S. Kosta is contacting potential sites; the meeting most likely to be held in Portsmouth, New Hampshire.
 - 2020 NIDCAP Trainers Meeting (NTM; N. Conneman/Tübingen Hosts)

N. Conneman verified that the Tübingen center team has reserved a retreat center space for the dates of October 24-26, 2020. They also have arranged for the participants to attend a concert in the nearby Stiftskirche Tübingen on one of the evenings of the conference. N. Conneman will invite the Tübingen center leadership to join the NTM planning calls for this year to ensure their understanding of the planning process of the NTM. Of note, the two ancillary hotels that they wish to contract are not taking reservations this far in advance, however, the Tübingen personnel will follow up when the hotels are accepting reservations.
 - NIDCAP Annual Day and Awareness Month (D. Buehler)

Nadine Griffiths from Australasian Training Center has suggested that the NFI designate a NIDCAP Day and Awareness Month for our membership and supporters to have a unifying celebration each year. October was suggested as the NTM month as well as the founding of the NFI. It is also “Baby Loss Month” in Europe. Another suggestion therefor was the first day of spring as significant for new life, although this is not the same across northern and southern hemispheres. M. Daly volunteered to explore when other infant-related awareness days are scheduled in order to avoid conflicts and help define the appropriate date/month.
 - Reinvigorating the NIDCAP blog (J. Helm & M. Daly)

J. Helm and M. Daly will send out an invitation to each NIDCAP Training Center which includes an online sign up form to submit a blog. M. Daly will be the point person to receive all submissions. The invitation will be sent via the NIDCAP Trainers and Training Center Directors’ listserv and S. Kosta will assist M. Daly with the link to the blog. The Carolina NIDCAP Training Center has agreed to submit the first blog for this initiative.
 - Feedback on the European Standards of Care for Newborn Health published by the EFCNI (European Foundation for the Care of Newborn Infants)
 - The introduction, to the Standards as formulated by B. Westrup and P. Kuhn use the terminology of Infant and Family Centered Developmental Care (IFCDC) which closely reflects the NFI’s NIDCAP work. There has been correspondence between D. Buehler on behalf of the NFI Board with B. Westrup and P. Kuhn concerning the NIDCAP and the Synactive Theory description and references in the IFCDC materials. B. Westrup requested that the Board review the documents as they exist on the website and an appendix that is not yet published. H. Als thought that the already public website content should be reviewed first.

Action: *J. Helm and D. Vittner will review the documents and suggest edits. G. McAnulty may be asked to assist. D. Vittner and D. Buehler will respond to B. Westrup and P. Kuhn with the suggestions.*

- Review, Reflection & Next Steps: 2018 NIDCAP Trainers Meeting Evaluations & Feedback Letter to the Board of Directors (BOD) from an NFI Member

On behalf of the Board, D. Buehler thanked the NTM planning sub-committee for the enormous amount of work that went into the planning of the meeting as well as analyzing the evaluations.

- Of concern were comments critical of the leadership of the NFI and whether these reflected the view of a few or many. The Board expressed confidence in the leadership of the President and how she has responded to controversy at the NTM.

Discussion ensued about the opportunities and quality of communication between the Board and the membership; that this should be improved was a theme in the NTM evaluations. Since the evaluations were not developed to extrapolate the status of the respondents (i.e. Trainer, Professional, etc.), it is difficult to discern who provided what feedback. It was acknowledged that most of the information about the Board's work is available in the meeting minutes on the website, yet individuals continue to have difficulty accessing documents on the website. It was noted that some information on the website has not been updated such as the revised NIDCAP Nursery Program name. The Board agreed that there was merit in exploring innovative approaches to communicate with the membership.

Suggestions included:

- 1) Rather than having all Board committee chairs present reports at the one NFI Membership Meeting, to spread Committee reports out throughout the NTM days in the hope to create increased opportunities for the NFI Membership to discuss questions and observations with the Committee leaders. During the Membership Meeting itself, the BOD then may provide a listening and interacting stance rather than a reporting one. It might be helpful to engage a non-Board member to facilitate the conversation between the BOD committees and Membership.
- 2) To include communication as a topic for the next membership survey. However, the response rate for the surveys has been low (about 25%) and responses may not reflect the whole membership.
- 3) Consider having each Board member contact a certain number of members to gather information about their expectations and how the Board can best support them. This might be done in various formats such as in-person conversations, emails, and/or conference calls. For members of the Board to contact various Trainers and other members, it was suggested that the Board will create a general format for questions to be posed. The Board members then determine the modality and sequence of feedback. Due to time constraints, the specific details remain to be determined by a smaller task force to be established. .

Action: *D. Silberstein and J. Powlesland to develop a possible format for this process and present their suggestions before next month BOD's meeting.*

- Availability at the NTM of simultaneous translations from English into other languages was another common theme in the evaluations. J. Helm will check with the Sheraton Hotel about

their access to translation services. At this point, it remains to be determined whether simultaneous translations are feasible logistically and financially. Other suggestions made were as follows: a. Providing speakers with strategies concerning speaking English to non-native English speaking audience; b. Requesting handouts and written materials to be available early enough that those with less advanced English skills may study the materials in advance and at the meeting itself follow along more easily; c. The NTM planning committee to remind attendees to print out meeting materials in advance. d. During the reflective sessions that follow the key note presentations, encouraging the facilitators to ask the group members if they understood the keynote presentation or wished clarification.

➤ NIDCAP Trainers Meeting versus NFI Meeting (N. Conneman)

N. Conneman stated his goal is to preserve the uniqueness of the NIDCAP Trainers Meeting. The NTM's uniqueness is based in the connection between Trainers/Professionals, the NFI's work, and the science and learning pursued. A conference may focus on the science, and /or translation of science into the application to the NFI's work and training strategies. Both aspects are important and N. Conneman stated that he seeks to merge the two approaches by having two days to be focused on Trainers and another day to be devoted to science and new learning.

J. Tyebkhan suggested that there may be differing fees for registering for one, two or three days, which may in turn also help achieve the goal of a more affordable meeting. The day that focuses on Trainers' issues may have lighter attendance which might enhance networking and the development of relationships.

J. Powlesland noted that as the meeting size grows (particularly when the meeting is held in Europe), the group size may be challenging for a focus on one on one relationships. She suggested that perhaps an equal weight be given to developing smaller group networking (such as the pilot of reflective sessions) that take place throughout the year.

D. Vittner remarked that specific sessions unique to the NIDCAP Trainers Meeting, such as the mutual introductions, served a strong purpose of getting to know something personal about each attendee. This approach is difficult with a higher rate of attendance. She asked to consider preserving some aspects of what makes the NTM unique while simultaneously evolving to meet current complexities.

Action: *At the next NTM, there will be the following features: a. Smaller discussion groups which report back to the large group; b. Language based groups and also language mixed groups to increase diversity; c. NIDCAP as guiding philosophy intentionally integrated and articulated into the content of the open day; d. a later start time of conference days; shorter days to compensate for the lack of social time; and full 30 minute breaks.*

- NTM Feedback letter to the BOD from an NFI Member: Due to time constraints, it was agreed: (1) That some of the points have already been addressed by the BOD. (2) That each of the remaining points would be assigned to the relevant committee/subcommittee for response, which would be returned to D. Buehler within two weeks. (3) That a written response addressing the various points would be sent by the President.

- NASCENT Online APIB & NIDCAP Resource
J. Tyebkhan left the BOD Meeting for clinical duties at 1330 CST and therefore the topic was deferred to the next meeting.

- Plans: Identification of NFI Advancement & Governance New Chairs
This topic was deferred due to time constraints.

Current Projects with next steps and time frame

Lead	Project	Next Step	Time Frame
J. Powlesland/N. Conneman	2019 NTM	Three day format finalized; speakers invited	February 1 March 1
J. Tyebkhan, D. Vittner/J. Helm/ g.Lawhon	NIDCAP Foundational Education Work Group	Engaging additional personnel to submit lectures. Determine online platform.	

The next BOD meeting will be held on **Monday, February 4, 2019, 1200-1400 CST.**

Meeting was adjourned at 14:06 Central Standard Time.

Respectfully submitted,



Jean Powlesland

January 7, 2019