



NFI Program Committee – Quality Assurance Advisory Council

Minutes of the Conference ZOOM Call Meeting, 18 September 2017

Acting Council Chair: H. Als

Members Present: H. Als, J. Browne, D. Buehler, g. Lawhon, K. Smith

Absent: G. Basso, K. Vandenberg

Topic: Minutes from 30 August 2017 Call Meeting Review and Adoption.

Discussion: The Minutes of the 30 August 2017 Meeting were adopted unanimously.

Topic: QAAC Chair for NFI Board Year 2017-2018

Discussion

Heidise Als asked whether one of the members, as they had been tasked at the September QAAC Call, was ready to accept the Council's annually rotating Chairship of the QAAC. Following some deliberations, Deborah Buehler suggested that Karen Smith take on the position again. Karen Smith hesitatingly agreed; H. Als offered to support her in this role as they had done in previous years. In Kathy Vandenberg's absence Karen Smith graciously agreed to take minutes for today's Board ZOOM Meeting as well. The Council gratefully accepted K. Smith's generosity.

Topic: Addition of Senior NIDCAP Trainers to QAAC:

Discussion

The Council Members discussed the topic of inviting the Senior NIDCAP Trainers to become QAAC Members. The group agreed to invite the Senior NIDCAP Trainers. The current Senior Trainers are Nikk Conneman, Melissa Johnson, Jim Helm, Dorothy Vittner and Inga Warren. The

QAAC will extend the invitation after the October 2017 NIDCAP Trainers Meeting (NTM) in Edmonton, Alberta Canada.

Topic: Review Plan for Face-to-Face Meeting of QAAC Members at the 28th Annual NIDCAP Trainers Meeting, Edmonton, Alberta Canada

Discussion

There will be a Breakfast Meeting at 0630 on Monday, 23 October 2017. An agenda will be shared with QAAC Members ahead of time.

Topic: Review of Master Trainer Session, 28th Annual NTM, Edmonton Alberta, Canada, 0800 – 0915, Sunday, 22 October 2017

Discussion

The Session entitled 'Nurturing the Trainer' is well structured at this point. Joy Browne suggested that she would prefer separate French- and Spanish-speaking Trainer groups. The QAAC Members supported her proposal. Joy Browne offered to secure the agreement of French-speaking NTM attendees, who will serve as Scribe and Facilitator. She agreed to revise the Session Worksheets accordingly, and send the revisions to Heidelise Als and Sandra Kosta, so that they may prepare the hard copy handouts for the session.

Heidelise Als sent to the QAAC the group statistics of the Trainer Questionnaire that had gone out in May 2017. Thirty of 37 Trainers responded, which is a response rate of 81%. The majority of Trainers reported that they prefer one-to-one and/or small group sessions for their support as Trainers. While many agree that live in person support is most desirable, they also agree that video conferencing is feasible if groups are kept small enough (4 or fewer participants). Trainers largely prefer support sessions on a regular, scheduled basis. The majority of Trainers is satisfied with the arrangements that they currently have set up. Heidelise Als will integrate the Questionnaire's narrative portion regarding the Trainers' wishes as to the NFI's support. She will forward the integration to the QAC Members.

The QAAC Members agreed that the 2017 NTM QAAC session is too brief to accommodate presentation of the Questionnaire results in addition to the planned group work sessions. The QAAC Members agreed that after the Meetings the QAAC will integrate the information gleaned from the NTM Trainer Group Work-Session and the Questionnaire and develop the next steps.

Topic: Unfinished QAAC Topics – NIDCAP Reading List

Discussion

H. Als reported that the NIDCAP Training Reading List has been on hold for an extended period, and that the topic must be reactivated, a new plan formulated, and the project completed. The QAAC Members discussed that with support of the Senior Trainers this project might be more readily accomplished. It will be put on the QAAC agenda in the new Board Year, 2017-2018

Note: The next conference ZOOM Meeting will be agreed upon at the QAAC Breakfast Meeting, 0630 Monday, 23 October 2017 in the context of the NTM Edmonton, Alberta. In keeping with the previously agreed upon QAAC schedule, it is suggested for 15 November 2017, 1500-1600.

Date: 19 September 2017.

Notes prepared by Karen Smith/H. Als