



**NFI Board of Directors
Video Conference Call Minutes
Monday, April 1, 2019**

Present:, Deborah Buehler, PhD, Nikk Conneman, MD, James Helm, PhD, Gloria McAnulty, PhD, Jean Powlesland, MS, RN, Dalia Silberstein, PhD, RN, Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, CHPE

Absent: Bjorn Westrup, MD PhD,

Executive Director of Administration and Finance: S. Kosta, BA

Time Keeper (Rotating Role): N. Conneman

NFI 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.

NFI 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.

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

Topics

(1) Minutes

➤ 2019 March Board of Director Conference Call Minutes

Upon motion duly made to approve the BOD meeting minutes for March 4, 2019 with revisions discussed and reviewed, seconded by H. Als, the vote was 7 ayes and 1 nay: The meeting minutes for the BOD Meeting March 4, 2019 were approved as revised.

(2) Board Business

➤ Board Family Representative/Jennifer Degl

J. Helm presented the application of Jennifer Degl to be considered as a Family Representative member of the Board of Directors. She has been serving actively on the Advancement Committee and is very committed to the work of the NFI. The Board discussed and concluded that her strengths of strong interest, energy and networking with related associations far outweigh some time limitations relative to Board meeting participation.

Upon motion duly made by G. McNulty to invite Jennifer Degl to be appointed to a 3-year term as a family representative, seconded by N. Conneman, the vote was unanimously in favor. The motion was approved.

D. Buehler asked J. Helm to put together a resource binder to facilitate new members' introduction to the NFI Board of Directors (BOD).

(3) World NIDCAP Day/Month

- The first annual World NIDCAP Day/Month was recently concluded. The celebrations were truly amazing and creative, especially considering the short planning time available. Many thanks to M. Daly for her arranging of the daily posting on social media and to S. Kosta for facilitation of materials, website and social media platforms. There was significant increase in NIDCAP's social media presence during the month of March, including an increase in Facebook followers.
- There was feedback that some NIDCAP members were unaware of the designation of the NIDCAP month and year. In some cases, prescheduled events precluded having separate NIDCAP celebrations. It was suggested that we share some of the celebrations at the next NTM and encourage centers to start planning for the 2020 celebrations.

(4) Board/Member Conversations

- Many of the Board members have signed up to contact different Trainers and Center Directors. Everyone is encouraged to sign up for additional NFI member conversations as we go.
- We wish to complete as many of these conversations as possible before the Mid-Year BOD meeting so that the results can be collated and discussed. This is the priority over an electronic membership survey, although this may also help guide follow-up with a future membership survey.

- A document was shared that can be used to help process and analyze the conversations.

(5) Program Committee Updates and Discussions

- H. Als expressed appreciation that the NIDCAP Nursery Program will be part of the Board/Member conversations. She also stated that the updated policy for the ingredients for the application for Trainers and Master Trainers will be sent to the BOD for review shortly.
- NIDCAP Trainers Meeting (NTM): J. Helm and N. Conneman brought forward for discussion the idea of asking for corporate sponsorship to support speakers at the NTM. Specifically, one company has a history of supporting the costs of a speaker as well as donating to the organization; they require input into the choice of speaker. Pros and cons of developing this type of relationship were discussed, with J. Helm being encouraged to explore this possibility. J. Helm is developing an exhibitor and sponsorship packet that he will be sending out to possible corporate sponsors. This will be ready within the week.

(6) Advancement Committee Updates and Discussions

- Chair Transition Plans. J. Helm will develop a description of this role for the BOD to circulate among the membership to see if this might help recruit a chair for to the Advancement Committee. The search for a chair person continues.
- There are plans to develop a series of videos as a resource to families. Dräger might possibly sponsor the costs of developing this initiative.
- D. Buehler shared information regarding a Swedish book about NIDCAP published by the Karolinksa Center. She will explore whether it may be translated into English and shared on our NFI website. D. Vittner offered to look into a similar offering that she has seen in Connecticut.
- Family Advisory Council: M. Daly had no updates.
- Global Perspectives: **tabled**

(7) Governance Committee Updates and Discussions

- Chair Transition Plans: A role description will be developed and circulated.

(8) Finance Committee Updates and Discussions

S. Kosta is performing the day-to-day financial work. G. McAnulty has reached out to E. Ross and invited her to participate in the review of the interim reports to be presented in June.

(9) Other Business: **tabled**

Current Projects with next steps and time frame

Lead	Project	Next Step	Time Frame
J. Powlesland/N. Conneman	2019 NTM	Additional speaker possible if sponsored; slight rearrangement of program	1-2 months.
J. Tyebkhan, D. Vittner/J. Helm/ g. Lawhon	NIDCAP Foundational Education Work Group	Initial lectures to complete One day Porto lectures	Completed 4/1/2019 Branding 6/1/2019 Upload 8/1/2019
J. Tyebkhan	NASCENT	✓ Reviewers contacted and Team formed. Next step, set meeting time for planning of review process.	When J. Tyebkhan will return to the US and will offer possible times to the Reviewer Group.

D. Silberstein/J. Powlesland	BOD/Trainers conversations	Each Director is encouraged to reach out and have these conversations	June 10 2019 Review information at mid-year meeting.
J. Helm/D. Vittner	Family Resource Videos	Determine funding source	??

The next BOD meeting will be held on **Monday, May 6, 2019, 1200 CDT.**

Meeting was adjourned at 13:30 Central Daylight Time.

Respectfully submitted,



Jean Powlesland

April 1, 2019