



**NFI Board of Directors  
Video Conference Call Minutes  
Monday, January 6, 2020**

**Members of the Board attending:** Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Degl, MS, (arriving 12:21), Maria López Maestro, MD, Gloria McAnulty, PhD, Jean Powlesland, MS, RN, Dalia Silberstein, PhD, RN, Dorothy Vittner, PhD, RN, CHPE

**Absent:** Juzer Tyebkhan, MBBS, FRCPC

**Executive Director of Administration and Finance:** Sandra Kosta, BA

**Timekeeper (Rotating Role):** M. López Maestro

***NFI Mission***

*The NFI promotes the advancement of the philosophy and science of NIDCAP care and assures the quality of NIDCAP education, training, mentoring 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.*

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***Highlights of the meeting:***

- *The Advancement Committee is surveying Training Centers about World NIDCAP Day celebrations.*
- *Work continues on developing video based foundational education.*
- *The NFI would like to connect with any organization creating podcasts on newborn health, please let J. Degl know of any you are aware of.*

- *The overall evaluation of the 2019 NIDCAP Trainers Meeting was discussed. Progress on the 2020 and 2021 meetings were briefly discussed.*
  - *QATs 005 and 006, recently revised and approved by the Program Committee and the Quality Assurance Advisory Council were presented and approved.*
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## **Meeting called to order by D. Buehler at 12:03 CST**

### **Topics**

#### 1. Minutes

Five sets of NFI Board of Directors (BOD) Minutes had previously been circulated for review and were discussed for approval.

- J. Powlesland motioned to accept the October 8, 2019 BOD Minutes, D. Silberstein seconded the motion.

***Upon motion duly made, it was unanimously***

***Voted:*** to approve the October 8, 2019 BOD Meeting Minutes.

- J. Powlesland motioned to accept the November 4, 2019 BOD Video Conference Call Minutes, G. McAnulty seconded the motion.

***Upon motion duly made, it was unanimously***

***Voted:*** to approve the November 4, 2019 BOD Video Conference Call Meeting Minutes.

- J. Powlesland motioned to accept the December 2, 2019 Conference Call Meeting Minutes, G. McAnulty seconded the motion.

***Upon motion duly made, it was***

***Voted:*** to approve the BOD Video Conference Call Meeting Minutes for December 2, 2019 (9 Ayes, Nays, 1 Abstention).

- Approvals of the October 4, 2019 BOD Meeting and the NFI FY18-19 Membership Meeting were postponed for the three previous BOD members to have time for their reviews and comments.

#### 2. Advancement Committee

- A survey of Trainers/Center Directors experiences with the 2019 World NIDCAP Day/Month was sent out in December to gather information on last year's celebrations. Eight responses were received to date. A reminder to fill out the survey with a corresponding deadline will be sent.
- J. Degl asked Members of the Board for recommendations of podcast series that pertain to newborn health. She plans to reach out to representatives for possible collaboration.
- Interest to view Heidelise Als', PhD recent National Association of Neonatal Therapists (NANT) webinar has been expressed. G. McAnulty and S. Kosta will explore how to obtain access for the NFI's foundational education effort.
- Several NIDCAP Foundation Education Workgroup (FEWG) lectures are in the process of being finalized to include NFI titles. D. Vittner asked that the status of the FEWG lectures be kept on the agenda.

### 3. Program Committee

- **NIDCAP Trainers and Board Meetings**

- J. Powlesland had previously shared a written summary of the 2019 NIDCAP Trainers Meeting and verbally reviewed the highlights.
- D. Vittner asked the board to offer their feedback and insights. G. McAnulty offered that three days did not meet the organization's expectations. J. Powlesland suggested that we decide in advance how to evaluate the success of the format, since both positive and negative comments were made on the formal evaluations.
- D. Silberstein and J. Powlesland are preparing summaries of the four NIDCAP Trainers Meeting's small group work sessions (Mentoring trainers; Examining the training process; Reviewing training materials; and Enhancing membership value) to share with meeting participants. D. Silberstein had distilled the "Reviewing training materials" discussion into a document submitted to D. Buehler and D. Vittner for review. D. Buehler, D. Vittner, D. Silberstein and J. Powlesland plan to meet to discuss the document and next steps for ideas generated.
- D. Vittner felt that participating in the Friday evening reception may have created a missed opportunity for Board members to connect with one another after the daylong Board Meeting. The 2020 hosts may have an optional Friday night informal reception. F. Clemente and J. Powlesland will communicate to the hosts that the BOD will plan to have Board Member dinner on the Friday before the start of the 2020 NIDCAP Trainers Meeting.
- J. Powlesland and J. Helm are doing initial research into a U.S.-based NIDCAP Trainers Meeting for 2021.

- **NIDCAP Nursery Program** discussion was tabled until next month.

### 4. Other Business

- NFI Quality Assurance Training Policies - QAT #005: Senior NIDCAP Trainer and QAT #006: Senior APIB Trainer

QATS #005 and #006 had been revised and approved by the Quality Assurance Advisory Council (QAAC) and were recently distributed to the BOD by D. Vittner. The revisions include integration of the NIDCAP Nursery Program into the application for NIDCAP and APIB Senior Trainers. D. Vittner motioned to approve the two QAT’s and G. McAnulty seconded the motion. During the discussion period, J. Powlesland asked about the relevance of the NIDCAP Nursery Program for the application of a hypothetical scenario of an APIB Trainer Trainee is a professional who is not affiliated with a Newborn Intensive Care Nursery (such as a follow up clinic or an early intervention center). D. Vittner replied that most clinics will have as its source an inpatient area for which the NIDCAP Nursery Program could be appropriate or adapted and individualized to the specific cases. If not, some individualization of the application process could be possible. D. Vittner also clarified that the NIDCAP Nursery Program’s requirements are only relevant for applications submitted since 2015.

***Upon motion duly made, it was unanimously***

***Voted:*** to approve the NFI Quality Assurance Training Policies - QAT #005: Senior NIDCAP Trainer and QAT #006: Senior APIB Trainer.

Meeting was adjourned at 13:52 CST

Submitted by Secretary Jean Powlesland



**Current Projects with next steps and time frame**

Lead	Project	Next Step	Time Frame
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D. Silberstein, J. Powlesland, J. Tyebkhan	Action plans from NFI goals small work group	Finalize method/document to request information from Trainers	By February meeting.
J. Tyebkhan, D. Vittner/J. Helm/g. Lawhon	NIDCAP Foundational Education Work Group	Two lectures completed and in design review.  Three more lectures in development.	Completed Branding TBD  Upload TBD
J. Tyebkhan	NASCENT	Reviewers contacted and Team formed.  Next step, set meeting time for planning of review process.	TBD
D. Vittner, J. Degl with J. Helm	Family Resource Videos	Legal is reviewing the contract.	
J. Powlesland with J. Helm	Venue for NTM 2021	Initial research and RFP submission	March to have update.