



**Annual Report of the President
NFI Board Meeting FY 2016 – 2017
Edmonton, Canada
October 20, 2017**

Directors of the Board: J. Alberts, H. Als, D. Buehler, N. Conneman, R. Cummings, M. Daly, J. Helm, g. Lawhon, G. McAnulty, K. Spence and B. Westrup

This report briefly summarizes the NIDCAP Federation International's (NFI) key organizations, events and decisions from October 25, 2016 through October 20, 2017. For committee activities, please see the respective reports from the Program, Finance, Advancement and Governance Committees.

Elections and Appointments

During the October 26th 2016 Membership Meeting, elections were held for three, three-year board terms. Results included the re-elections of Heidelise Als, PhD and Nikk Conneman, MD and the addition of Björn Westrup, MD, PhD (who had previously served on the NFI board from 2001 to 2007).

The first NFI Board Meeting, of the new fiscal year, was held on Saturday, October 29th. During this meeting, officer elections were held and the role of the NFI Officer position of Secretary was discussed. In January, Rita Cummings, MA offered to serve as the NFI Secretary. She was elected in February to this position for the remainder of the NFI FY 2016-2017 year.

2016-2017 NFI Board of Directors and Officers:

Deborah Buehler, PhD President

James Helm, PhD Vice President

Gloria McAnulty, PhD Treasurer

Rita Cummings, MA Secretary

Jeffrey Alberts, PhD

Heidelise Als, PhD (NIDCAP Founder, Past President 2001-2012)

Nikk Conneman, MD

Rita Cummings, MA

Mandy Daly, ACII, DLDU

gretchen Lawhon, PhD, RN, CBC, FAAN (Past President 2012-2016)

Kaye Spence, AM

Björn Westrup, MD, PhD

The board voted to change the NFI by-laws to have the opportunity to re-appoint board members.

NFI Board Meetings, Conferencing and Communications

During the FY 2016-2017, the NFI Board of Directors met for three in person meetings (October 25, 2016, April 29-30, 2017 and October 20, 2017). Additionally, the board held monthly conference calls, via phone and then most recently via Zoom video conferencing. Minutes for NFI board meetings and monthly conference calls may be found on the Member Services page of the *nidcap.org* website.

A range of communication channels continue to be available and used by the NFI's membership, including: Google Groups listserv for NIDCAP-related resource sharing and discussions.; NFI Facebook Page; and the President's monthly Updates and News membership emails. Also, available for the larger global community our NFI website, LinkedIn, Facebook, Twitter, Pinterest and You Tube Channel sites.

NFI Committees and their Respective Sub-Committees, Councils, and Task Forces

The current committees, sub-committees, advisory councils and task forces and their respective chairs include:

1. Executive Council (Deborah Buehler)
2. Program Committee (Heidelise Als)
 - a. Council
 - i. Quality Assurance (Kathleen VandenBerg)
 - b. Sub-Committees
 - i. NFI Endorsement of Activities and Products
 - ii. NIDCAP & APIB Training and Certification
 - iii. NIDCAP Foundation Education (Nikk Conneman, Jim Helm)
 - iv. NIDCAP Trainers Meeting Program (gretchen Lawhon, Jean Powlesland)
 - v. NNACP Steering Committee (Deborah Buehler, Karen Smith)
 - vi. Production & Web Posting of Training Materials in Different Languages
 - vii. Science & NIDCAP (Jeffrey Alberts)
 - viii. Standardization of Certificates (Sandra Kosta)
 - ix. Development of Materials in Multiple Languages
3. Finance Committee (Gloria McAnulty)
4. Governance Committee (Kaye Spence)
 - a. Sub-Committees
 - i. Financial Oversight
 - ii. Nominations & Elections (James Helm)
 - iii. Protection of NFI Intellectual Property (Gloria McAnulty)
5. Advancement Committee (James Helm)
 - a. Advisory
 - i. Family (Mandy Daly, Samantha Butler)
 - b. Sub-Committees
 - i. Communications

- ii. Fundraising and Development
- iii. Global Perspectives (Björn Westrup)

Highlights from this past year include three new NFI Program Committee initiatives: (1) *NIDCAP Foundation Education* led by Nikk Conneman, MD and James Helm, PhD. This task force will create a NIDCAP Nursery Foundational Education Program, including e-learning materials.; (2) *North American NIDCAP Training* chaired by gretchen Lawhon, PhD, RN, CBC, FAAN and co-chaired by Dorothy Vittner, PhD. This effort will assess, plan and take steps to revitalize NIDCAP education and training in North America.; and (3) *Science and NIDCAP*, chaired by Jeffrey Alberts, PhD and co-chaired by Gloria McAnulty, PhD. As part of its mission to facilitate scientific knowledge around NIDCAP, designated members of the committee serve as advisors to NFI members, who request support in the formulation of research designs and/or proposal preparation for planned research projects.

A new NFI Advancement Committee initiative in under development entitled *Global Perspectives*, chaired by Björn Westrup, MD, PhD. This sub-committee will work to increase NIDCAP's global awareness and partnerships.

NFI Staff and Consultants

The NFI continues to maintain a small staff /consultant team to ensure the ongoing work efforts of the organization. Sandra Kosta serves as the Financial Operations and Administration Director. This integral half time position supports all four committees of the board, Program, Finance, Governance and Advancement. Rodd Hedlund, MEd serves in the half-time NNACP Program Director position and relatedly works with the NIDCAP Foundation Education Sub-Committee. Diane Ballweg MSN, RNC, CCNS, receives financial compensation to attend the Annual NIDCAP Trainers Meeting to support her role as the Senior Editor of the *Developmental Observer*.

Strategic Plan and Organization Chart Updates

Over the year, the board of directors worked to update the NFI Strategic Plan. Most notable changes include (1) revised Mission and Vision Statements; (2) clarified NFI Stakeholders; (3) NFI Assets and Challenges and Next Steps; (4) NFI Goals; and (5) Strategies and Action Plans

Additionally, the board redrafted the NFI Organization Chart to reflect sub-committee, task force and committee tasks and responsibilities revisions and additions. This chart is posted on the nidcap.org "About Us" tab.

NFI Meetings and Conferences

The NFI's *27th Annual NIDCAP Trainers Meeting, October 26-29, 2016*, was hosted by The NIDCAP Training Center at the University Hospital Modena. The resulting meeting was a great success in large part due to the NIDCAP Trainers Meeting Planning Committee, co-chaired by gretchen Lawhon, PhD, RN, CBC, FAAN and Jean Powlesland, MS, RN, and the meeting hosts Fabrizio Ferrari, MD and Natascia Bertocelli, PT and the finance and meeting logistics team of Gloria McAnulty, PhD and Sandra Kosta. Summaries of the NIDCAP-related and scientific presentations are included in the first edition of the *2017 Developmental Observer*.

The *NFI Membership Meeting* was held on Wednesday, October 26th. Highlights of this meeting included brief summaries of the work and proposed next steps for each of the NFI committees (Advancement, Governance, Program and Finance) and an overview of the President's Report. Please see the nidcap.org website for the complete reports for each of these efforts. Two additional working groups described the findings from the Membership Survey (observations, comments and requests as reported by Kaye Spence) and the Trainers Meetings planning group (format and logistics as reported by Nikk Conneman). Elections for three board seats were held. While the membership votes were counted, members met in break-out groups to offer insight, suggestions and involvement on eight topics that ranged from *NIDCAP Beyond the NICU* to *Science* to *Membership*. Members expressed gratitude to Gretchen Lawhon (stepping down as our organization's president after four years though continuing to serve on the board) and Kathleen Vandenberg, PhD (stepping down as a member of the NFI Board of Directors) for their decades of instrumental contributions to NIDCAP and as founding members of the NIDCAP Federation International. As a further appreciation, they were both presented with engraved NFI awards. Membership Meeting Minutes may be found on the member's section of the nidcap.org website.

The *28th Annual NIDCAP Trainers Meeting*, hosted by the NIDCAP Training Center in Development at Stollery Children's Hospital, Edmonton, will be held October 20-24, 2017 in Edmonton, Alberta, Canada. This meeting has been organized by the NFI Trainers Meeting Planning Committee (Co-chairs Gretchen Lawhon and Co-Chaired by Jean Powlesland), the NFI Finance and Meeting Logistics Team (Led by Gloria McAnulty and Sandra Kosta), and the 2017 Hosts (Led by Juzer Tyebkhan and Andrea Nykipilo).

NFI Members are invited to discuss, and offer questions, comments, and/or suggestions to the members of the Board for any of the topics raised and to support the NFI's efforts.

The President herewith respectfully submits the President's Report for October 2016 – October 2017 to the Members of the Board on this Day, Wednesday, the 20 Day of October 2017.

Respectfully offered,



President, NIDCAP Federation International

October 20, 2017