



**Annual NFI Membership Meeting FY 2019 – 2020**  
**Thursday, October 22, 2020**  
**1830- 1930 GMT**

**Members of the Board attending:** Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Degl, MS, Maria López Maestro, MD, Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, CHPE

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

**Moderator:** S. Klemming, MD

*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.*

---

**President's Message**

NFI President D. Buehler called the meeting to order at 18:30 GMT. She welcomed the Membership to the 2020 Annual NFI Membership Meeting. D. Buehler introduced the other members of the Board of Directors (BOD). She stated that the full End of Year NFI Program, Finance, Governance Advancement Committee and President's Reports were emailed to the membership in advance and are available on the NFI website.

Deborah Buehler presented an overview of the NFI BOD and its four Committees. She described the Board's objective to define roles and responsibilities, including supporting the mission, set policies and ensure the organization has adequate resources to carry out the NFI mission. D. Buehler read the NFI's Mission Statement. She recognized the challenges of the coronavirus pandemic during the year. These

challenges greatly affected NFI members and their institutions, including balancing family integration of care with appropriate safety measures. D. Buehler reported that the BOD authored *Guidance Around the COVID-19 Pandemic* (available on the nidcap.org website). This position statement, on the care of hospitalized infants and their families, emphasized the essential role of parents in the care of their infants.

Deborah Buehler discussed the development of specific goals to focus efforts and resources in the upcoming fiscal year. She invited the membership to join the small group discussions in the upcoming *NFI Next Steps* NIDCAP Trainers Meeting Session. Discussions from the breakout sessions will guide the BOD in the finalization of FY 2020-2021 goals. D. Buehler reviewed the organizational structure of the NFI. She presented the four main committees (Program, Finance, Governance and Advancement), with their respective chairs, main purposes, as well as related subcommittees and advisory councils. She noted the staff and consultants who serve to support essential services to the NFI. These include Sandra Kosta, BA (Executive Director of Administration and Finance), Rodd Hedlund, MEd (Director of the NIDCAP Nursery Program) and Kaye Spence, AM (Senior Editor of the *Developmental Observer*).

Deborah Buehler shared highlights of this past year, including: certification of new Trainers and Training Centers, implementation of a successful 30<sup>th</sup> Annual NIDCAP Trainers Meeting, further development of the NIDCAP Nursery Program with reflective resources and two nursery recertifications, development and dissemination of *10 Pearls of NIDCAP Wisdom for Parents of Hospitalized Babies*, publication of two issues of the *Developmental Observer*, and posts of three NFI blogs, posts on social media platforms, creation of video resources, and dissemination of five *R3: Research, Read and Reviews*, and implementation of three *NIDCAP Trainer Conversations* pilots for virtual support. D. Buehler described a number of projects underway, including the finalization and launch of the updated nidcap.org website. The new site will include an online learning platform to offer educational audio and video resources. She reminded the Membership of the upcoming World NIDCAP Day (and Month) March 20<sup>th</sup> and the 32<sup>nd</sup> NIDCAP Trainers meeting planned for 22-24 September 2021 in Tübingen, Germany.

### **Program Committee**

Dorothy Vittner shared her appreciation for the members of the various subcommittees of the Program Committee. She acknowledged the tremendous amount of work that has been accomplished. Below are the highlights she discussed.

#### **Trainers and Training Centers**

Dorothy Vittner recognized newly certified NIDCAP Trainers and Training Centers: Stina Klemming, MD (from the Karolinska NIDCAP Training Center in Sweden) and Natascia Simeone, RN and the newly established Rimini NIDCAP Training Center in Italy. D. Vittner also recognized recently approved NIDCAP Trainers in Training and NIDCAP Training Centers in Development: Jannie Haaber, RN and the developing center from the NICU at Rigshospitalet at the Copenhagen University Hospital in Denmark; Bieke Bollen, PhD and Kelly Janssen, RN and the developing center from Leuven, Belgium; and Angela Gregaroci, MD (from the Barcelona NIDCAP Training Center in Spain).

#### The Quality Assurance Advisory Council (QAAC)

D. Vittner recognized Melissa Johnson, PhD for her invaluable contributions during the past two years as Chair of the QAAC. Highlights from the past year include: piloting of *NIDCAP Trainer Conversations* for virtual support around issues in training; updates of training resources; and the development and dissemination of *Pearls of NIDCAP Wisdom for Parents of Hospitalized Babies*, translated into multiple languages.

#### NIDCAP Nursery Program

D. Vittner described developments from the NIDCAP Nursery Program. These efforts include the creation of resources to support the use of the NIDCAP Nursery Manual, including a reflective process questionnaire and a workbook to guide nursery teams to integrate NIDCAP care and support systems change.

#### NIDCAP Trainers Meeting (NTM) Planning

D. Vittner reported that the NTM Planning and Organization and Logistics Subcommittees met in March and made the decision to move from planning an in-person meeting in Germany to an online virtual program. She expressed her appreciation of the team's dedication and creativity to plan the 2020 virtual meeting with great attention to detail and care in a very short time frame.

#### Foundational Education Work group (FEWG)

The NFI's website ([nidcap.org](http://nidcap.org)) is being redesigned and will include a number of new features, including a learning platform with educational and training resources (e.g., informational videos and audios, lectures, etc.). Newly created resources include: a series of eight 30 minute videos that comprise the NIDCAP introductory lecture (prepared by D. Vittner and g. Lawhon); ten short family resource videos (led by J. Helm and J. Degl with support from M. Johnson, g Lawhon, T. Rouse and D. Vittner that was underwritten financially by Draeger); NASCENT educational videos to supplement NIDCAP and APIB Training (led by J. Tyebkhan); and preparation and dissemination of *R3: Research, Read and Review* analyses of recent published literature relevant to NIDCAP (overseen by D. Silberstein and I. Litmanovitz).

#### Finance Committee

Gloria McAnulty presented the Finance Committee report with an overview of activities. She stated that the full documents are available on the [nidcap.org](http://nidcap.org) website. The End of Year Finance Report was shared, including finances as of 30 September 2020. G. McAnulty noted that the NFI's fiscal year starts on 1 October of each year. She presented the BOD-approved proposed budget for the upcoming year, NFI FY 2020-2021. G. McAnulty encouraged the membership to read the summary posted on [nidcap.org](http://nidcap.org). She reviewed the expected revenue and planned expenditures. She reiterated that expenses may or may not occur (e.g., such as attendance at in person meetings) and all expenditures are dependent on adequate income. G. McAnulty projected that the NFI would end the year with a surplus, with a \$5000 reserve fund set aside to serve as a buffer for future expenditures. Members were invited to ask for clarifications and offer questions. Members asked the following (with responses

listed in parentheses): Will NIDCAP resource videos be able to be captioned in additional languages? (yes), Clarifications concerning BOD travel expenses (financial support is made available for two in person meetings per year); How will future Trainers meetings be planned due to the ongoing health pandemic? (possibly hybrid with in person and virtual attendance); and When will the revised nidcap.org website be activated? (in early 2021). G. McAnulty asked that the membership vote to approve the proposed budget.

S. Klemming called for the vote and reminded the audience that only NFI Members in good standing are eligible to vote. An online poll appeared on the screen; the majority of voters approved the budget (76 ayes, 10 abstentions).

### **Governance Committee**

Dalia Silberstein reported on the outcome of the NFI Board of Directors on-line election. Four board seats were open for election. All four incumbents expressed willingness to serve another term. No other nominees ran for consideration. An online vote was held in advance of the NTM. D. Silberstein announced, on behalf of the Governance Committee, that Deborah Buehler, Gloria McAnulty, Juzer Tyebkhan and Dorothy Vittner, were re-elected by the membership. They will continue to serve on the Board for another three-year term. D. Silberstein invited the NFI Members to offer their congratulations and thank them for their willingness to serve on the NFI BOD for another term.

Deborah Buehler adjourned the meeting at 1937 GMT.



Submitted by Secretary Jean Powlesland