



**NFI Board of Directors
NFI FY 2021-2022
Video Conference Call
Wednesday, April 13, 2022
1300-1430 ET**

Attending: Deborah Buehler, PhD, Fatima Clemente, MD, Juzer Tyebkhan, MBBS, FRCPC, Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Dorothy Vittner, PhD, RN, CHPE

Apologies: Mandy Daly, ACII, DLDU, Jennifer Degl, MS, Maria López Maestro, MD

Executive Director of Administration and Finance: Sandra Kosta, BA

Timekeeper: D. Silberstein

Highlights

- *Minutes were approved for the February and March Board of Directors Conference Calls.*
- *The meeting schedule was adjusted for June and July.*
- *NIDCAP Trainers Meeting updates were given and discussed.*
- *Further work was done on the update on the NFI Mission Statement, and a review of the Strategic Goals draft given.*
- *Kelly Janssens, RN, MSN was approved as a NIDCAP Trainer.*
- *Discussion was held on how to identify the priority projects for the World NIDCAP Day Benefit Gala revenue.*

D. Buehler welcomed the NFI Board of Directors and called the meeting to order at 1307 EDT

Board Business

Minutes: J. Powlesland had circulated the minutes from February 9th and March 9th, 2022. She had received no edits. She motioned that the Board of Directors approve the February Minutes. D. Silberstein seconded. There was no further discussion.

Upon motion duly made, it was unanimously

Voted: to approve the Board of Directors Conference Call Minutes for February 9th, 2022.

J. Powlesland motioned that the BOD approves the minutes for March. G. McNulty seconded. There was no further discussion.

Upon motion duly made, it was

Voted with 4 ayes and 3 abstentions: to approve the Board of Directors Conference Call Minutes for March 9th, 2022.

NFI Strategic Planning Retreat: The two day in-person Board Meeting will take place at the end of June (simultaneously in Madrid, Spain and New Hampshire, USA). D. Buehler proposed that we cancel our regular time in June and hold the regular date in July. The meeting schedule would be May 11, June 29 and 30. D. Silberstein requested that materials for the retreat be sent well enough in advance to review for those that might have planned holidays in June.

Annual NIDCAP Trainers Meeting: The NFI will go forward with a hybrid conference in Germany. At this time, the planning team is exploring technical support to run both the in-person audiovisual and virtual streaming aspects of the conference. The costs for the meeting have not been finalized as these details are being developed. Since this is the NFI's first hybrid meeting, there are likely to be unforeseen challenges. The small group discussions are planned to be held separately (i.e., in-person attendees with one another, and virtual attendees with one another). The planning team will recruit in-person as well as virtually attending facilitators. The Board will plan their annual End of Year Meeting on the Thursday before the NIDCAP Trainers Meeting and the first meeting of the new fiscal year on the Monday after the conference.

Mission Statement Update: The draft of the revised NFI Mission Statement currently reads *"The NFI improves the future for infants, families and healthcare professionals in hospitals around the world with NIDCAP's evidence-based care."* There was discussion of the specific wording, substitute words suggested and general agreement that the Board plans to give all Directors a chance to consider the changes before finalizing with a Board vote.

Strategic Plan Goals Update: M. Maestro Lopez and J. Powlesland reviewed the goals brainstormed from the Mid-Year meeting. They organized them into four themes and suggested metrics for the specific strategies. D. Buehler reworded the list and split one theme so that there were five goals. D. Buehler will share the list with the Board for their consideration and thoughts for NFI priorities for the next three years.

Operations

Program Committee

D. Vittner proposed that the board approve Kelly Janssens, RN, MS as a certified NIDCAP Trainer. The Program Committee and NIDCAP and APIB Certification Subcommittee vetted and reviewed her work.

D. Vittner motioned that the Board approved her status as a new NIDCAP Trainer. F. Clemente seconded. Further discussion included clarifying the history and timeline of K. Janssens' training efforts.

Upon motion duly made, it was unanimously

Voted: to approve Kelly Janssens, RN, MSN to become a NIDCAP Trainer.

Governance Committee: No new update.

Finance Committee: The Oversight Committee will meet at the end of this week to review the first half of this fiscal year. J. Hofherr will join the review as member of the Finance Committee.

Advancement Committee: The World NIDCAP Day Benefit Gala recording is available for streaming. The event has continued to attract views and donations. The Committee reported that there are funds available to achieve the goal of providing additional resources for training. They asked for Board how best to identify the priorities. One proposal was to identify the options that fit within the budget and ask the membership to identify their choices via a survey. Members could be asked to apply for funds with projects that fit within the NFI's goals. There was consensus that a survey would be sent to the membership to get feedback on their preferences. The final tally of available funds is still pending.

NEXT BOARD OF DIRECTORS CONFERENCE CALL MEETING: May 11th at 1300 EDT.

The meeting was adjourned at 1440 EDT.

Submitted by Secretary,



Jean Powlesland