



**NFI Board Meeting FY 2020 – 2021  
Video Conference Call Minutes  
Wednesday, July 14, 2021  
0100 - 0230 pm EDT**

**Attending:** Deborah Buehler, PhD, Jennifer Degl, MS (joined at 1400), Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, CHPE, Fatima Clemente, MD

**Absent:** Maria López Maestro, MD, Mandy Daly, ACII, DLDU

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

***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 dates for the Board of Director's (BOD) end of year (FY20-21) meeting and first meeting of the next fiscal year (FY21-22) meeting are being finalized.*
- *The second NFI webinar presented by Jane Bernstein received many compliments; a third webinar is being scheduled for September.*
- *The June BOD minutes were approved.*
- *Governance Committee Updates: The "call for nominations to the Board" will be sent soon. Two at large seats and one family representative seat are up for election. The website's voting functionality is about ready for pilot testing. The BOD discussed the logistics of establishing a page on the website that lists NIDCAP Professionals in good standing. A revision of the NFI*

*Membership Policy, updated with the addition of the “Allied” member category and clarifying the distinction between “honorary” and “emeritus” members was approved.*

- *Advancement Committee Update: The concept of an NFI “Speaker’s Bureau” was suggested. This service would be accessible for a small fee to organizers looking for speakers. Speakers, who would be vetted by the NFI, would be listed on the NFI website with the topics on which they speak/present. The availability of such a service could help spread information about NIDCAP and perhaps bring in a small amount of revenue.*

## Minutes

D. Buehler called the meeting to order at 1306 and led a short reflection with the BOD.

## Board Business

### End of Year Meeting Dates

The dates and times were determined by polling and will be on September 20 and September 22 2021.

### NFI Anniversary

D. Buehler reminded the BOD that 2021 marks 20 years since the incorporation of the NFI. She suggested that this anniversary be acknowledged somehow at the NIDCAP Trainers Meeting (NTM) and asked the BOD to think of and share some possible ideas.

### Second NFI Webinar

About 75 people logged into the webinar and about 20 additional people registered and paid but did not attend. S. Kosta estimated that about 2/3 of the attendees were non-NFI members. The BOD had, and also heard from others, positive comments on the content and presentation. A suggestion was made that a summary of the presentation and/or questions that arose with answers from the presenters could be featured in the *Developmental Observer*.

A third webinar is being planned to highlight the Trauma Informed Professional program. Kristy Fuller, OTR/L and Mary Coughlin, MS, NNP, RNC-E will co-present. The NFI will be offered two fellowships for our members to go through the program.

## Minutes

J. Powlesland has circulated the minutes from the meeting on June 9<sup>th</sup>. No edits had been received. J. Powlesland motioned to approve the minutes as distributed, J. Tyebkhan seconded the motion. There was no further discussion.

***Upon motion duly made, with 5 ayes and 2 abstentions it was***

***Voted:*** to approve the minutes from the NFI BOD call June 9 2021 Board of Directors Meeting.

**Governance Committee**

D. Silberstein announced that the call for nominations to the BOD will be sent later today. S. Kosta said that there will be a meeting today with the website developers to further discuss when the website will be ready to have the election voting functionality tested. J. Powlesland said the third seat for a family representative for the BOD would not be opened this year, but staggered so that the three family seats would turn over one per year. D. Buehler added that the BOD could always appoint a family representative in an “off” year, with the appointment ending at the appropriate time for an election. There was some discussion as to whether it would be a requirement that a family representative have prior experience on an NFI committee, or whether we could recruit from outside. The consensus was that it would be preferable to recruit someone with experience with the NFI, but it was not required.

There has been a suggestion from Governance that we develop a page on the website that lists all NIDCAP Professionals in good standing. This is in response to several issues, with the overall goal of being able to verify the status of NIDCAP Professionals. It also provides an incentive for NIDCAP Professionals to maintain their certification and membership.

**Membership Policy**

J. Powlesland asked the BOD to approve the revised NFI Membership policy that was presented at a prior BOD meeting, but not yet voted on.

***Upon motion duly made, with 7 ayes and 1 abstentions it was Voted: To approve the revisions of the NFI Membership Policy.***

**Program Committee**

Tabled until next month.

**Finance Committee**

Tabled until next month.

**Advancement Committee**

J. Degl presented the idea of creating an NFI speaker’s bureau. She envisions a page on the public portion of the website for the speaker’s bureau. This would be open to all NFI members, who could apply to be listed on the speaker’s bureau. Their entry would include a photograph and list of topics on which they could speak. The idea is that an outside agency would pay a fee to access the page to obtain contact information for potential speakers. Speakers would negotiate directly with the requestor, although it is possible the NFI could charge a small finder’s fee. The speakers would sign off on a contract that would obligate them to be supportive of the NFI work in their presentation content and to include some reference to the NFI. There would be an opportunity to vet the speaker through the application process.

The meeting was adjourned at 1436 EDT. The next meeting will be held on August 11<sup>th</sup> at 1300 EDT.

Submitted by Secretary Jean Powlesland



| Name of lead group     | Project description   | Progress and timeline  |
|------------------------|---|--|
| <b>Governance</b>      |   |  |
| Membership             | Membership brochure   | Reviewed and finalized by Governance. To be sent to Trainers soon.   |
|                        | New Board member orientation.   | Have a comprehensive list of documents that should be included. Would like to have material that covers content similar to M. Hiland’s May presentation.   |
| <b>Program</b>         |   |  |
| NASCENT                | Online video library for NIDCAP and APIB training. NFI members can request access through webpage <a href="https://www.nidcapedmonton.com/">https://www.nidcapedmonton.com/</a> | Further material has been uploaded over past months. NFI’s Working Group is in process of reviewing; challenging to find times that work for all members of working group.   |
| FEWG                   | Foundational Education, on line recorded / video-ed lectures.   | Slow. Hoping for more participation from NIDCAP Trainers and NFI members with short recorded lectures on topics of their choice, that provide introductory level education about Developmental Care with a Synactive framework |
| <b>NTM</b>             |   |  |
| <b>Advancement</b>     |   |  |
| Podcasts               | Completing season 1 and waiting on one by Jeff Alberts.   |  |
| Family Resource Videos |   | Working on advertising   |
| Collaborations         |   | Working on partnerships with NICU Parent Network and March of Dimes. Early Fall resume.  |
| <b>Finance</b>         |   |  |
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