



**NFI Board of Directors Meeting FY 2023
Video Conference Call
Wednesday, May 10, 2023
1300 – 1430 EDT**

Attending: Fatima Clemente, MD, Jennifer Hofherr, MS, OTR/L, Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Charlotte Tscherning, MD (until 1355), Juzer Tyebkhan, MBBS, FRCPC, Dorothy Vittner, PhD, RN, FAAN

Absent: Mandy Daly, ACII, DLDU, Jennifer Degl, MS, Apoorva Sudini, BS

Quorum Present: Yes

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

Timekeeper: Dalia Silberstein

Our Mission

The NFI improves the future for all infants in hospitals and their families with individualized, developmental, family-centered, research-based NIDCAP care. (Adopted 29 June 2022)

Highlights of the Meeting

- *Board of Director Minutes for the March and April meetings were approved.*
 - *Plans for the NFI Board of Director Mid-Year Meeting in June progressed.*
 - *The NFI Town Hall held in March was reviewed and a tentative plan for two additional Town Halls in 2024 was made.*
 - *The 34th Annual NIDCAP Trainers Meeting planning continues; the program is nearly finalized, and the invitation and registration is planned to be sent to invitees next month.*
 - *The Board of Directors held an NFI's intellectual property discussion.*
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Minutes

D. Buehler called the meeting to order at 1302 EDT and led a brief reflection.

Board Business

Board of Director Meeting Minutes

Goal: The outstanding Board of Director's Meeting Minutes were reviewed for approval.

Discussion: The Minutes from March 22, 2023, and April 12, 2023, had been shared. There had been no edits suggested.

Outcome: J. Powlesland motioned that the minutes from March 22, 2023, be approved. D. Silberstein seconded. There was no further discussion.

Upon motion duly made, it was

Voted: To approve the minutes from March 22, 2023 (7 ayes and one abstention).

J. Powlesland motioned that the Minutes from the April 12, 2023, meeting be approved. D. Silberstein seconded. There was no further discussion.

Upon motion duly made, it was

Voted: To approve the minutes from April 12, 2023 (6 ayes and one abstention).

NFI Board of Directors' Mid-Year Meeting

The Board of Directors requested that S. Kosta re-circulate details about the Mid-Year Meeting venue and time. D. Buehler shared an initial plan for the agenda for the meeting, which included time with Board consultant Mary Hiland, PhD. D. Buehler asked for suggestions for the agenda to be sent to her within the month.

D. Buehler canvassed the Directors as to whether the monthly Board meeting on June 14th should remain on the schedule or be cancelled due to the Mid-Year Meeting two weeks later. It was agreed to cancel the June 14th meeting.

NFI Town Hall

Goal: To review the March Town Hall and explore plans for future Town Hall events.

Discussion: D. Buehler asked for feedback on the Town Hall held on March 29th. The Board agreed that the event supported increased opportunities for engagement with the NFI Membership. One comment received from an attendee was that 30 minutes was too short. The Board discussed balancing adding more time with having it short enough to encourage attendance. The Board discussed the frequency of Town Halls.

Outcome: A preliminary plan was made to schedule one Town Hall in January and one during the NFI Mid-Year Meeting. Those two with the annual Membership Meeting will give three opportunities for the membership and the Board to directly engage with one another. For the next year, the Board plans to schedule the January Town Hall at a time that best supports NFI Members' participation from European countries, while the one held during the NFI Mid-Year Meeting will support participation for members from the North American/Australasian/Asian time zones.

NIDCAP Trainers Meeting

Goal: To update the NIDCAP Trainers Meeting planning efforts.

Discussion: F. Clemente shared that the speakers and general content for the meeting's program have been finalized. The exact presentation titles and the agenda's timing are still being adjusted. It was noted that the call for abstracts went out early to support international attendees presenting who appreciate an early notice. However, currently abstract submissions are low. J. Tyebkhan pointed out that the earlier notice of the meeting program is also important for international attendees who must apply for a visa, with documentation of the meeting's dates, content and location.

Outcome: J. Powlesland noted that a program with fewer specifics could be provided earlier in the calendar year. The timing of distributing the early meeting information will be included in the NIDCAP Trainers Meeting planning timeline.

Intellectual Property/Sweden Publications

Discussion: D. Buehler reviewed recent communications with members of the Swedish NIDCAP community who had identified publications that describe the NIDCAP philosophy and intervention that are not appropriately referenced. Further, these investigations have written about the creation of a program that appears to be a form of NIDCAP. The Board discussed the current challenges of discerning the boundaries between NIDCAP and modified programs. They discussed the NFI's role in protecting its intellectual property. The Board agreed that a clear acknowledgement of NIDCAP in the intervention program was needed.

Next steps: Follow-up meetings will occur.

Committees Updates and Plans

Tabled due to the lack of time.

The meeting was adjourned at 1454 EDT.

Submitted by Secretary,



Jean Powlesland