



**NFI Board of Directors Meeting FY 2024
Video Conference Call
Wednesday, February 14, 2024
1300 – 1430 EST**

Attending Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Hofherr, MS, OTR/L, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Charlotte Tscherning, MD, Dorothy Vittner, PhD, RN, FAAN.

Absent: Jennifer Degl, MS, Gloria McAnulty, PhD, Apoorva Sudini, BS, Juzer Tyebkhan, MBBS, FRCPC.

Quorum Present: Yes.

Executive Director of Administration and Finance: Sandra Kosta (Assistant Treasurer)

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

- The Board of Director Minutes from January 2024 were approved.
 - Peggy Laurant, RN was recognized as a new NIDCAP Trainer. Her accomplishment established the NIDCAP Training Center at the Centre Hospitalier de Valenciennes, Valenciennes, France.
 - Delphine Druart, RN, of the Brussels NIDCAP Training Center, was recognized as a NIDCAP Master Trainer and APIB Trainer.
 - Discussion on proposed changes to the role of the NFI President and proposed President Elect were discussed.
 - End of FY2023 Committee Reports were shared.
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Minutes

D. Buehler called the meeting to order at 1305 and led a short reflection.

Board Business

Board of Director Meeting Minutes

J. Powlesland motioned that the Minutes from the Board Meeting on January 10, 2024, be approved as circulated. J. Hofherr seconded. There was no further discussion.

Upon motion duly made, it was

Voted: To approve the January 10, 2024, Board of Director Meeting Minutes. (5 ayes and 1 abstention)

Program Committee: Trainer Applications

D. Vittner had circulated documentation related to the application of Peggy Laurant, RN to be recognized as a NIDCAP Trainer. The approval of that application would establish the NIDCAP Training Center at Centre Hospitalier de Valenciennes, Valenciennes, France. This achievement also fulfils Delphine Druart, RN's requirements to be recognized as a NIDCAP Master and APIB Trainer. D. Vittner motioned that these applications be approved. D. Silberstein seconded the motion.

Upon motion duly made, it was unanimously

Voted: To approve the application for Peggy Laurent, RN to be approved as a NIDCAP Trainer and the NIDCAP Training Center at Centre Hospitalier de Valenciennes, Valenciennes, France as a certified NIDCAP Training Center; and further to approve Delphine Druart, RN of the Brussels NIDCAP Training Center as a NIDCAP Master and APIB Trainer.

Governance Committee: NFI Board Officer Positions

J. Powlesland and D. Silberstein had circulated descriptions of the NFI Board of Director Officer roles, including ones currently listed in the By-Laws as well as changes posed by the Governance Committee Task Force on Board restructuring. The new descriptions were written to describe functions in detail with the goal of sharing with individuals who might be interested in serving as Officers. The position of Secretary was not significantly changed. The Treasurer role has a detailed listing of activities due to the nature of the position. The Office of Vice President would be the designated successor to the President (indicated by the proposed name of President Elect). The duties between the President and the President-Elect are proposed to be divided to ensure that attention and support on both internal and external activities (such as partnering with aligned organizations and increasing fundraising).

Goal: To further define Officer role descriptions with input from the Board of Directors.

Discussion: The Board of Directors focused on the President-Elect and President roles. The following topics were explored. In terms of the optimal length of term for both positions, the task force recommended two years for both roles, based on other organizations. However, Board Members stated that the President should have more time to complete initiatives. A minimum of three years for the President may serve the organization better. The correct balance of time for Officers' effectiveness, without committing to excessive term lengths was discussed. The NFI has had the benefit of consistent leadership which helps the individuals become more efficient and effective over time. Yet the BOD has also been challenged to bring in new individuals who will commit to leadership roles. There was an extended discussion on how the proposed division of labor may not fit the skills of the President-Elect and President candidates. However, individual skills and inclinations may be considered for how positions are implemented.

Next steps: The discussion will continue electronically until the next meeting.

Training Center Advisory Council

Discussion: As part of discussing the Board of Director restructuring, the goal to increase communication between the NFI and Training Centers was raised. A discussion point from the recent NIDCAP Trainer's Meeting was that regional and language based NIDCAP networks are organically developing and could be utilized. However, it was noted that a greater benefit could be achieved by creating more diverse groups outside of familiar language/region. It was suggested that the NFI Forums could be structured to achieve this and/or the Board could arrange annual meetings with each of the Training Centers.

Next Steps: F. Clemente and D. Buehler will develop ideas on how to proceed.

Committee End of FY2023 Reports

Reports from Advancement, Governance and Program have been recently circulated; Finance was discussed at last month's meeting and requires approval. D. Buehler requested that the Board of Directors review the reports for approval next month.

The meeting was adjourned at 1438 EST.

Next meeting will be on March 14 at 1300 EDT (Please note U.S. daylight savings time will be in effect).

Submitted by Secretary,

