



**NFI Board of Directors Meeting FY 2024  
Video Conference Call  
Wednesday, September 11, 2024  
1400 – 1500 EDT**

**Attending** Deborah Buehler, PhD, Fatima Clemente, MD, Jennifer Hofherr, MS, OTR/L, Gloria McAnulty, PhD, Jean Powlesland, MS, RNC, Dalia Silberstein, PhD, RN, Dorothy Vittner, PhD, RN, FAAN

**Absent:** Mandy Daly, ACII, DLDU, Jennifer Degl, MS, Charlotte Tscherning, MD, Juzer Tyebkhan, MBBS, FRCPC

**Quorum Present:** Yes

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

*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)*

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*Highlights of the Meeting*

- The Board of Directors discussed the two recent Membership Forum sessions. It was tentatively decided to schedule three virtual Membership Forum dates in 2025.
  - The NFI is in the process of writing a position statement with the NICU Parent Network (NPN). D. Buehler and D. Vittner (NFI) and J. Degl (NFI/NPN) are collaborating on behalf of the NFI.
  - The recently created NFI Speakers Bureau is now active. D. Buehler asked for suggestions on how to review and accept future speaker applications to join.
  - The Board of Directors discussed planning for the “NFI Next Steps” workshop for the NIDCAP Trainers Meeting.
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**Meeting Minutes**

D. Buehler called the meeting to order at 1406. She invited the Directors to discuss their thoughts on the Membership Forum that had just concluded as well as the Membership Forum held the evening prior. Consensus was that the sessions were useful and should be continued. A tentative plan for 2025

was to schedule sessions in January, March, and June, with the Annual Membership Meeting serving as a fourth session for the year.

## Board Business

### *Board of Director Meeting Minutes*

Goal: To approve the Board of Directors Meeting Minutes from the Board of Directors Meeting held on August 21, 2024

**Tabled until next month.**

### *NPN Position Statement (NFI Co-Authored)*

Discussion: D. Buehler stated that she, D. Vittner and J. Degl are finishing a position statement to be jointly authored by the NICU Parent Network (NPN), the NFI, National Association of Neonatal Therapists, and the National Perinatal Association. The details of the paper will be shared with the BOD by J. Degl when available.

### *Board of Directors Election*

D. Silberstein updated the Board of Directors on the nominations and election process. Three new nominations for the open Board seat were made. The deadline is September 18<sup>th</sup>. The election period is planned for October 2 through the 23<sup>rd</sup>, However, the start date may be shifted to a later date, if necessary.

### *Speakers Bureau*

Goal: To develop a vetting process for applicants who wish to join the Speakers Bureau.

Discussion: There is a need to develop a process to vet applicants who wish to be listed on the NFI Speakers Bureau. Discussion revolved around who would be the appropriate group for this activity. Suggestions were the Quality Assurance Advisory Council, the NFI Endorsement Sub-Committee, the Science and NIDCAP Sub-Committee, or to create a working group from the Advancement Committee. D. Buehler asked that the Board to continue to consider this topic for a discussion later.

### *NFI Board of Director Workshop at the NIDCAP Trainers Meeting: NFI Next Steps*

Discussion: D. Buehler asked for suggestions on the format and logistics of the “NFI Next Steps” workshop. Suggestions for group formation were made as well as contacting facilitators for other sessions with similar themes.

Next month’s meeting will be on September 11 at 1300 EDT.

The meeting was adjourned at 1405 EDT.

Submitted by Secretary,

