



## **NFI Board of Directors Conference Call FY 2025 Wednesday, August 13, 2025**

**Attending** Deborah Buehler, PhD, Fatima Clemente, MD, Mandy Daly, ACII, DLDU, Jennifer Hofherr, MS, OTR/L, Monique Oude Reimer-van Kilsdonk, RN, PhD, Jean Powlesland, MS, RN, C-NICC, Juzer Tyebkhan, MBBS, FRCPC

**Absent:** Jennifer Degl, MS, Gloria McAnulty, Charlotte Tscherning, MD, Dorothy Vittner, PhD, RN, FAAN

**Quorum Present:** Yes

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

### *Our Mission*

*To improve the future for all infants in hospitals and their families with individualized, developmental, family-centered, research-based NIDCAP care by providing and assuring the quality of NIDCAP education, training, and certification for professionals and hospital systems.*

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### **Highlights of the Meeting**

- *Proposed revisions of By-laws will be shared with the NFI Membership in advance of the upcoming NFI Membership Meeting*
  - *Plans for the NIDCAP Trainers and NFI Membership Meetings were discussed.*
  - *Fundraising and development will be added to the NFI Strategic Plan.*
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### **Meeting Minutes**

***Upon motion duly made (M Daly and 2nd J Tyebkhan) it was unanimously Voted: To accept the Mid-Year Board Meeting Minutes (May 2025) and the July 9<sup>th</sup> 2025 Minutes.***

***Upon motion duly made (J Tyebkhan and 2<sup>nd</sup> J Hofherr, 2<sup>nd</sup>) it was unanimously Voted: To accept the Board Meeting Minutes for the End of Year Board Meeting in Toulouse 2024 and the November 2024 Minutes.***

## **Board Business**

### **By-laws**

J. Powlesland proposed that a set of the NFI By-laws be available to the Membership in advance of the NIDCAP Trainers Meeting for comment and feedback. J. Tyebkhan suggested that the proposed changes to the By-laws be made available separately to the Membership to facilitate highlighting the original By-law and the specific proposed changes. It was also proposed that explanatory sentences be attached to each By-law to indicate reasons for the proposed changes.

### **NIDCAP Trainers Meeting**

The Board discussed how the NFI Membership Meeting will be structured. The option of providing an opportunity for the Membership to submit questions (generic and committee specific) in advance of the meeting to enable the Board to address them was discussed. J. Powlesland suggested that due to curtailed time for presenting reports at the Membership meeting details of ongoing and/or future committee projects be communicated with the Membership in advance of the meeting. This is to ensure that the Membership is updated on aspects of Committee activities that may not be discussed during the meeting. D. Buehler will include this information in her monthly membership newsletter.

An information/exhibition table will be available for the duration of the NIDCAP Trainers Meeting. Members of the Board will staff the table to be available for questions and discussions.

The Board finalized details of the NIDCAP Trainers Meeting sessions on Sustainability and NFI Next Steps. J. Powlesland referenced a colleague who works in the Artificial Intelligence (AI) space and who may be available to share how AI opportunities might benefit the NFI and NIDCAP. A suggestion was made for a virtual or in-person presentation to the Membership about AI would be useful. The Board agreed that the prompt for the Membership for the Next Steps Session be “what can AI do for NIDCAP and what can NIDCAP do for AI?” Final logistics about session facilitators to be determined.

A tribute to Kathy Vandenberg, PhD was proposed for the NIDCAP Trainers Meeting. A five-minute slot on the agenda on 15 September, before the NIDCAP Nursery Program section (11.05 am) was chosen to honor her. A table where attendees at the meeting can write a personal message for her family will be provided in addition to providing an online option for virtual participants. The tribute table will be set up on the first two days of the meeting.

## **Committee Business**

S. Klemming met with members of the NFI Board to discuss her interest in becoming affiliated with the for her NIDCAP training. An arrangement was agreed upon and will be forwarded to the Finance Committee to move forward.

### **Monthly Board Meeting**

The September Board Meeting will be postponed as the Board will be meeting the following week in Copenhagen. D Buehler requested that Board members review the agenda for the in-person Board Meeting and offer recommendations for any changes.

### **Strategic Plan**

J. Powlesland noted that references to fundraising and the development of sponsorship partnerships should be included in Strategic Plan. She felt that specific goals were necessary for consideration.

### **Paper Discussion**

J. Tyebkhan spoke to a recent publication about retinopathy of prematurity and raised concerns about how NIDCAP was described. He suggested that a letter to the editor of the journal was warranted. J. Tyebkhan recommended NIDCAP's training and implementation accuracies be addressed, while also praising the researchers for their study. J. Hofherr offered to reach out to a colleague with a connection with the study's authors for consideration of submitting a modification to the paper.

The meeting was adjourned.

Submitted by Secretary,

Mandy Daly