

<p>IFNA Agenda Communications Committee Conference Call</p> <p>Date: March 19, 2020</p> <p>Time: 12 noon to 1:30 pm Eastern Daylight Time</p>	<p>IFNA Communications Meeting</p> <p>Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/202249366</p> <p>You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)</p> <p>United States: +1 (213) 493-0014 - One-touch: tel:+12134930014.202249366#</p> <p>Access Code: 202-249-366</p> <p>More phone numbers: (For supported devices, tap a one-touch number below to join instantly.)</p> <p>Canada: +1 (647) 497-9373 - One-touch: tel:+16474979373.202249366#</p> <p>New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/202249366</p>
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The Mission of the International Family Nursing Association (IFNA) is to Transform Family Health by:

1. Serving as a unifying force and voice for family nursing globally;
2. Sharing knowledge, practices, and skills to enhance and nurture family nursing practice; and,
3. Providing family nursing leadership through education, research, scholarship, socialization and collegial exchange on all aspects of family nursing.

Committee Duties and Responsibilities (per the IFNA Bylaws)

- Responsible for the development of the infrastructure that assures effective communication among members and timely dissemination of information
- Oversee and update the various IFNA communication and social media channels
- Shall be in frequent communication with the Board of Directors, or its Board liaison, regarding on-going work of the committee.

Terms of Reference (2018)

Attendees:	Janice Bell, Joel Anderson, Debbie Zaparoni, Paula Nersesian, Tracie Risling, Wendy Looman, Wilma Schroeder, Damien Stewart
Unable to Attend:	Michelle Franklin
Guests:	
Minutes compiled by:	Wilma Schroeder

Agenda Topic:	Approval of minutes Completed by consensus
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Agenda Topic:	Activities of Communications Committee since last meeting on January 16
Discussion:	<ul style="list-style-type: none"> • Joel is working on a draft of the new IFNA Communications Plan (2020-2021) • Janice met with IFNA Education Committee on January 21, 2020 to review and encourage new resources be added to their "real estate" on the IFNA website. • Joel and Janice created a draft for the IFNA BOD outlining IFNA responsibility for promotion of family conferences. • Janice met with Damien to discuss web manager contract renewal, refinement of IFNA Twitter button, development of high resolution images of the 4 IFNA Position Statements, and IFNC Photo Gallery page on IFNA website. • Damien's web manager contract was renewed by the IFNA BOD (with vigorous support) for another year. • Janice had a email conversation on February 4, 2000 with Colleen Royle, IFNA Education Committee member who coordinates the IFNA webinars, about the possibility of liaising with co-chairs of IFNA Practice and Research Committees to recruit new IFNA webinar content (no action taken yet; need to follow-up). • A new experimental version of a brief IFNA Newsletter developed by Janice was distributed via the IFNA listserv in February 2020. • Janice uploaded 20 new IFNA member biographical paragraphs and news items recruited by Paula and Janice and highlighted these IFNA members and initiatives on IFNA Twitter and IFNA LinkedIn. • The plan to share the responsibility of posting to IFNA Twitter has created more consistent and high quality content. Thank you to Joel, Wilma and Wendy for your valuable time and leadership • Janice met with IFNA Practice Committee on February 26, 2000 to discuss their plans for tracking dissemination of 2 IFNA Position Statements (Generalist and Advanced Practice Competencies in Family Nursing) and their updates to the Caring for Migrating and Refugee Family page of the IFNA website. • IFNA Family Nursing Education Bibliography was updated by Janice: https://internationalfamilynursing.org/resources-for-family-nursing/education/education-bibliography/ • IFNA Position Statements Dissemination page was recently updated by Janice: https://internationalfamilynursing.org/2018/07/27/dissemination-of-ifna-position-statements/ • IFNA Research Bibliographies developed and updated by Kathy Knafl have been uploaded to IFNA website; these still require a lot of refinement to comply with APA 7th edition format and the need for full URL doi numbers. • In anticipation of the approval of the new IFNA Position Statement on Planetary Health and Family Health, Janice contacted the Glen Taylor Nursing Institute to ask if they would be willing to again donate graphic design support for the final version of this new 5th IFNA Position Statement with plans to launch on April 22 (Earth Day 2020). • IFNC15 in Ireland- conference theme chosen "Family Nursing throughout the Lifecourse". • IFNA Blog Posts: 1 new post developed by Joel on January 21, 2020.

	<ul style="list-style-type: none"> Received and responded to a request from IFNA President Sonja Meiers to promote 2020 "International Year of the Nurse and Midwife" campaign and posted IFNA President's Letter of Designation on IFNA homepage.
Follow up:	
Deadline:	

Agenda Topic:	Prioritizing IFNA communications channels during COVID-19 pandemic and who should be responsible
Discussion:	<ul style="list-style-type: none"> Membership and event management system at IFNA office has a forum opportunity Listserv and/or Constant Contact to reach people who don't use social media to let them know about the forum (one time message, not to inundate people's inboxes) Content – inform members about the discussion forum, recommendations for online platforms for nurses who are seeing clients, resources for online teaching. Priority focus on families, what families need, how to practice family nursing right now. Create bite size pieces of info that can be tweeted e.g. 3 ways that families can cope, pointers for families separated by isolation procedures Feedback on one-page newsletter – committee felt it was good.
Follow up:	<ul style="list-style-type: none"> Reach out to IFNA committees to invite them to create content for us to distribute Joel, Wendy, Wilma and Janice to continue with tweet schedule. JA able to pre-schedule content created by others to tweet via Hootsuite
Deadline:	

Agenda Topic:	New IFNA initiatives in next 6 months
Discussion:	<ul style="list-style-type: none"> Position Statement on Planetary Health to be launched on Earth Day pending board approval. Work ongoing on IFNC15 now titled Family Nursing Throughout the Life Course, Ireland 2021 Year of the Nurse and the Midwife information for members – Sonia Meiers has a table of potential activities Call for Nominations is currently out
Follow up:	
Deadline	April 22 launch of position statement pending board approval

Agenda Topic:	What messaging needs to come from IFNA President and BOD related to COVID-19?
Discussion:	<ul style="list-style-type: none"> Draft statement received from Sonia Meiers – Janice working with her on this.
Follow up:	<ul style="list-style-type: none"> Everyone to tweet any resources related to families and COVID-19

Deadline:	.
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Agenda Topic:	Other business
Discussion:	<ul style="list-style-type: none"> • No other pressing business
Follow up:	
Deadline:	

Agenda Topic:	<p>Future Meetings.</p> <p>Decision to hold IFNA Communications Committee meetings on the 3rd Thursday of the month.</p> <p>Meeting schedule for 2020:</p> <p>January 16, 2020 12 noon-1:30 pm Eastern Standard time February 20, 2020 12 noon-1:30 pm Eastern Standard time March 19, 2020 12 noon-1:30 pm Eastern Daylight time April 16, 2020 12 noon-1:30 pm Eastern Daylight time</p> <p>No meetings May 2020; June 2020; July 2020; August 2020</p> <p>September 2020-meeting time TBA</p>
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