

IFNA Minutes
Board of Directors – Meeting
March 10, 2022
8:00am – 10:00am EST

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.

Core Values:

The International Family Nursing Association embraces a compassionate family focus on health, social justice, human dignity and respect for all.

Attendees:	Veronica Swallow, Sonja Meiers, June Horowitz, Veronica Lambert, Junko Honda, Kristen Abbott-Anderson, Sandra Eggenberger, Lindsay Smith, Petra Brysiewicz Staff: Debbie Zaparoni
Unable to Attend:	Cristina Garcia-Vivar, Suja Somanadhan
Guests:	
Minutes compiled by:	Sandra Eggenberger

Agenda Topic:	Welcome / Announcements Board Engagement / Networking (Veronica Swallow)
Announcements / Acknowledgements/ Discussion:	Global connections and concerns for all IFNA members.

Agenda Topic:	Approval of prior minutes (Veronica Swallow)(Attachment)
Motion to Approve	February Meeting Minutes. Sonja Meiers moved to approve. Petra Brysiewicz seconded. Approval.
Updates / Action Points from prior minutes	<p>NINR Roundtable Event</p> <ul style="list-style-type: none"> • IFNA Members Natalie McAndrews and Mirinda Brown-Tyo represented IFNA at the March 3-4 event. Focus was on presentations related to social determinants of health and health equity. Natalie and Mirinda each submitted a written report to Debbie, June and Veronica are summarizing these as one brief report before it is shared with the BoD and research committee. <p>Ethics sub-committee Survey</p> <ul style="list-style-type: none"> • Feedback was provided to the Research Committee chairs by Board. They will share it with the sub-committee make refinements to the survey and contact Debbie about distribution in near future. <p>LMIC (Low Middle Income) Proposal –</p> <ul style="list-style-type: none"> • Revised proposal is anticipated for the April Board meeting. Proposal is being reviewed by membership committee at March meeting.

Agenda Topic:	Financial Report (Veronica Lambert) (Attachment)
Motion to Approve	IFNA financial status remains healthy. Feb income \$4025 (membership dues and individual/business contributions). Feb expenses \$5737 (management fees, and PayPal/business banking fees). Overall loss -\$1712

Agenda Topic:	IFNA Committee Terms of Reference (attachments)
Discussion:	Membership Committee Research Committee Education Committee
Follow up:	Terms of Reference (TOR) from Membership Committee reviewed. Junko Honda moved to

	<p>accept and Petra Brysiewicz seconded the motion. Membership TOR approved.</p> <p>TOR from Research Committee reviewed. Sonja Meiers moved to accept and Lindsay Smith seconded motion. Research Committee TOR approved with following suggestions for a future discussion: In the future consider refining goals and actions plans to include overarching goals and measurable actions to meet the goals. Board supports the committee's efforts to support sustainability and continued growth in research committee. Consider ways to address specific projects within a table or secondary document. Board recognizes our evolution as a growing organization may require some ways to address projects and yet support overall research committee directions. Further refinement may be needed in terms of reference as the research committee continues to grow and produce.</p> <p>TOR from Education committee were reviewed. Kristen Abbott-Anderson moved to approve. Petra Brysiewicz seconded. Education committee TOR approved. Sandra Eggenberger clarified the role of education committee in coordinating webinar offerings.</p>
Person Responsible:	Debbie Zaporoni will communicate approval of TOR to co-chairs of Membership, Research, and Education. Board Liaison Kristen Abbott-Anderson will communicate with Co -chairs of research committee suggestions for future dialogue, recognizing the growth of research committee. Board liaisons will communicate with co-chairs of education committee regarding communication with AACN.

Agenda Topic:	Global Initiatives Proposals
Discussion:	<p>The ad hoc committee, comprised of 3 board members and one former board member reviewed the 4 proposals that were received. The recommended outcome from the review was vetted via the IFNA Executive Committee and decision letters were sent March 1st.</p> <p>With funds received from the Glen Taylor Nursing Institute for Family and Society, two proposals will be funded.</p> <p>FUNDED – <i>Global Perspectives and Considerations in Family Ethics</i>, lead by Maiara dos Santos and Kimberly Pyke-Grimm.</p> <p>FUNDED – <i>Growing the Visibility and Influence of the IFNA Position Statements and Communications</i>, lead by Janice Bell and Joel Anderson</p> <p>These two proposals will not be funded, one was encouraged to revise and submit during the next call, August – October 2021</p> <p>NOT FUNDED – <i>Health Interventions and Care for Long-term Adult Cancer Survivors and their Family</i>, submitted by Elisabeth Coyne</p> <p>NOT FUNDED - <i>Infertile couples: An Actor-Partner Interdependence Model of Dyadic Adjustment, Attachment, Irrational Fertility Cognition, Quality of Life and Marital Quality</i>, submitted by Jia Guo</p>
Follow up:	<p>Board discussed core elements of the proposals. Board discussed the need to review the criteria used to make funding decisions and share with the applicants as part of the guidance for submission. Board discussed that with this being the early implementation of this initiative it is necessary to plan for overall evaluation. Board requests the ad hoc committee meet to discuss overall evaluation while considering: 1) contact person for those exploring proposal submission and development, 2) applicants receiving criteria prior to submission, 3) review and refine the directions and relationship of proposals to IFNA (members, committees, and vision/mission).</p> <p>Veronica Swallow and Veronica Lambert volunteered to convene the ad hoc committee. Veronica Swallow will ask Kathy Knafl and Kristen Abbott-Anderson</p>
Person Responsible:	Veronica Swallow and Debbie Zaporoni will convene ad hoc committee for overall evaluation processes of this Global Initiative.

Agenda Topic:	IFN Foundation (Sonja Meiers)
Discussion:	Dialogue regarding the IFN Foundation's need for information on member contributions and

	potentially a new survey has been initiated.
Follow up:	Continue to clarify directions.
Person Responsible:	Sonja Meiers

Agenda Topic:	Committee Co-chairs Meeting
Discussion:	<p>Wednesday, March 23rd Agenda</p> <ul style="list-style-type: none"> • IFNC15 Presentations • IFNA / Research • Posting Committee and sub-committee minutes • Responding on behalf of IFNA, process • Possible virtual IFNA conference this summer to increase/maintain the membership?. <p>Board discussed agenda items with additional idea of creating a calendar of events that could be available to all IFNA members. Board is invited and wanted to attend the co-chairs meeting.</p>
Follow up:	Agenda being finalized
Person Responsible:	Debbie Zaparoni and Veronica Swallow completing agenda.

Chapter, Student Engagement Group and Committee Updates / Reports

Agenda Topic:	Chapter Updates
Discussion	<p>UK & Ireland</p> <ul style="list-style-type: none"> • Chapter Executive met 17th February • Twitter working group are developing a Chapter Comms strategy • Webinar Working group hosted an excellent webinar of 28th February for rare Diseases Day, presenters included 4 parents of children with a rare disease • Next edition of Chapter newsletter being posted in April <p>Next Executive group meeting 14th March</p> <p>Australia New Zealand</p> <ul style="list-style-type: none"> • The chapter continues with a monthly newsletter and meeting. The newsletter is getting approximately 60-100 views and distributed via several media [email, twitter, linked in, Facebook]. The newsletter has a monthly focus which members contribute to. • The online survey of family nursing has been completed by 90 RNs so far and aiming for 200. • The chapter is working with the Japanese Association for Research in Family Nursing (JARFN) to build collaborations and strength. <p>Chapters continue to focus on sustaining their members.</p> <p>Board suggested chapter leaders remind chapter members about upcoming IFNC which may be an inducement for IFNA membership. As chapter members learn of abstract proposal deadlines etc they may be encouraged to submit and then join IFNA.</p>
Follow Up and Action	<p>Chapter Leaders provide consistent reminders of IFNA conference and upcoming deadline submission dates.</p> <p>Chapter Leaders keep members aware of IFNA events as a calendar of events is created to encourage their engagement.</p>

Agenda Topic:	Student Engagement Update (SEG)
Discussion:	Debbie reached out to Wendi, after the last board to ask if the SEG needed any direction /

	support from the IFNA Board. With the third year of this SEG and approximately 95 members it seems important for board to continue supporting this group. Veronica Swallow shared an email going to all student members about student engagement. Board emphasized the importance of this group to the future of family nursing and IFNA.
Follow up and Action	Veronica Swallow will support the students email communication and offer continued support. Veronica will ask Wendi Smith about the idea of a board liaison position being created for SEG. If supported by Wendi Smith then Lindsay Smith volunteered to serve in that capacity.
Person Responsible	Veronica Swallow.

Agenda Topic:	Awards Committee (Veronica Swallow)
Update	Meeting being set for early April 2022.

Agenda Topic:	Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)
Update	Dedicated work will commence later in 2022, August – October.

Agenda Topic:	Communications Committee (Junko Honda)
Update	<p>IFNA Communications Meeting Feb 17, 2022</p> <p>Co Chairs Janice Bell and Joel Anderson developed and applied for special IFNA funding (Global Initiatives) from Minnesota State University, Mankato and the Glen Taylor Nursing Institute for Family & Society to support the development of infographics for IFNA Position Statements. Waiting to hear results of this.</p> <p>Wendy published a new IFNA blog post titled: “You can’t ignore planetary health: 3 reality checks for family nursing practice”: Four new IFNA member News Posts were added to the website</p> <p>Citation data to IFNA Position Statements was updated February 16, 2022:</p> <ul style="list-style-type: none"> • Position Statement on Pre-Licensure Education: 26 • Position Statement on Graduate Education: 12 • Position Statement on Generalist Practice: 92 • Position Statement on Advanced Practice: 65 • Position Statement on Planetary Health and Family Health: 11 <p>The IFNA website traffic has increased tremendously from last year, hopefully in part to the speed optimizations and homepage design upgrade that we completed in early 2021, though the majority of this traffic is coming from Facebook ads. The most impactful change in this period was switching from paid search ads to Facebook ads, they are successfully driving a lot of traffic to the IFNA website. Unique users on the site have increased from 2,500 to 9,500 from January 1st 2022 to February 1st 2022 compared to the same period of time in 2021. Bounce rate has fallen below 50% to 45.05%, reaching one of the goals we set for the homepage redesign. Page views have reached an all-time high of 27,117.</p> <p>Request to all IFNA Communications Committee members to develop and record an IFNA Digital Story for this project.</p> <p>Quarterly IFNA Newsletter in 2022 is under development.</p> <p>Research Committee has collection of measures – family functioning measures. They discussed how they could have this on the website to make the research page more robust.</p>

Agenda Topic:	Conference Planning Committee (June Horowitz)
Update	<p>The CPC met on 2/21/22. We discussed options for having a face-to-face conference in Dublin as a follow-up to the prior meeting and BOD support to move forward. Veronica Lambert shared information from DCU about conference spaces and accommodations. The CPC responded favorably and asked Veronica to follow up to obtain more specific information. A first step is to have a smaller meeting of Debbie, co-chairs, Veronica Lambert and DCU conference key staff to do preliminary planning. Information will be shared with CPC members as it is received. Planning this meeting is in process.</p> <p>The CPC wishes to explore virtual options for a hybrid approach. We will consult with Airmeet and consider if using zoom as an adjunct is feasible/helpful for some live/virtual sessions. Desire for live Q & A even for virtual presentations expressed. Importance of promoting networking in both face-to-face and virtual formats stressed.</p> <p>Themes were discussed and will be re-visited at the next meeting. Ideas for a theme and speakers are invited from the BOD. A late June 2023 date is being explored at this time with no firm decisions yet. Abstracts will begin submission in late summer most likely.</p>

Agenda Topic:	Education Committee (Sandra Eggenberger)
Update	<p>Education committee current activities include:</p> <ul style="list-style-type: none"> • Planning three webinars (graduate student leadership in family nursing, literature reviews, and transgender family nursing care). Currently meeting with research and practice committee on webinar planning. • Collaborating with Communications committee to update IFNA members' profiles and showcasing members on the IFNA website and update Education Committee areas on the IFNA website • Exploring dialogue with American Association of Colleges of Nursing regarding Competency related to undergraduate competences focused on family (e.g. explore plans for family competency)
Follow up	Sandra Eggenberger as board liaison will further discuss the past history and need to consider communication of IFNA related to AACN competencies.
Person Responsible	Sandra Eggenberger

Agenda Topic:	Membership Committee (Debbie Zaparoni)
Update	<p>Meeting held 2/14. Reviewed Terms of Reference and the Infographic. Suggesting reordering the Resources "what catches your eye", "what impact has IFNA made", "how are we transforming health". Reorder accordingly, 1) Collaboration 2) COVID 3) Webinar 4) Student Engagement... etc. Suggested another infographic focusing on the Research, Education and Practice Committees' "what are they doing".</p> <p>Suggested considering a smaller, virtual conference this summer to increase/maintain the membership.</p> <p>Board discussed realities and pragmatics of a virtual conference. Ideas to accomplish this goal within current structure and realities. For example, co chairs could discuss possibilities of offering past preconference's as webinar, education committee and co chairs could explore possibility of offering webinars on a schedule that would increase engagement.</p>
Follow Up Action	Co-chairs meeting will include a discussion of this item.
Person Responsible	Veronica Swallow will discuss at co-chairs meeting.

	Sandra Eggenberger will discuss at education committee meeting.
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Agenda Topic:	Nominating Committee (Lindsay Smith)
Update	Nomination deadlines are approaching. Board recognizes the strong work of the nominating committee in developing a global inclusive slate. Yet, global uncertainties and demands may be creating barriers for individuals able to serve on IFNA positions. Initial discussions about options if a ballot does not have adequate number of candidates for positions: eg. Decrease number of directors / nominating committee members, asking individuals to remain in positions for period of time, delay elections.
Follow up	Review slate of candidates at next meeting. Board could then consider actions if needed.

Agenda Topic:	Practice Committee (Petra Brysiewicz)
Update	<p>25 February 2022</p> <p>Welcoming members and sharing of news.</p> <ul style="list-style-type: none"> • Discussion regarding Ukraine situation – if IFNA possibly going to do a press release. • Discussion re IFNA Global Family Nursing initiative project – “<i>A global shift in family nursing practice</i>”. Students are developing a flyer to explain the process – then group will be asked to send to potential nurses for interviews/stories. • Digital Family Nursing Stories – update provided to committee and updated instructions re how to record a digital story shared. Members reminded to try them out and record their stories. Petra to follow up with Communication Committee. • Position Statements Dissemination Project – ongoing and feedback provided. Discussion regarding developing this into a manuscript. All members supported. <p>Next meeting: 25 March 9 AM EST</p>

Agenda Topic:	Research Committee (Kristen Abbott-Anderson / Suja Somanadhan)
Update	<p>The committee met on February 22, 2022</p> <p>Sub-committee reports</p> <p>Dyadic research (K. Lyons): Writing groups assigned for dyadic group; set of core readings for group to be on same page. Anticipate more work in summer when schedules as less busy.</p> <p>Research Connections (E. Hodges): no update</p> <p>Family Measures (M. Van Riper)</p> <p>Measurement subcommittee: Kim and Marcia have been in communication. Planning to meet early March. Paula requested addition to agenda for website update about measure. Kim and Paula will follow-up after this meeting.</p> <p>International Research Collaboration Subcommittee (K. Roberts, D. Sheppard-LeMoine)</p> <p>Met last week: Peds cluster working on two systematic reviews and anticipate writing to begin. Acute Care: systematic review of family care in the ICU; Policy group- new group with 10 members. Some work begun and other areas being explored.</p> <p>Plug for practice committee (Debbie Sheppard-LeMoine): has 3 undergraduate students working and inviting other members to capture stories about nursing practice during COVID. A flier is forthcoming.</p> <p>Family/family research ethics (K. Pyke-Grimm, M. dos Santos, K. Mooney-Doyle)</p> <p>Awaiting final review of the ethics survey from the BOD; once received, will plan to send out to membership.</p> <p>Strategic Dissemination Subcommittee (P. Nersesian)</p> <p>Looking to grow the committee; call for interested members to reach out to Paula.</p> <p>Other Items</p> <p>NINR Round Table: Understanding the Convergence of Social Factors and Emergency Department Care</p>

	<p>Committee members planning to attend the NINR Round Table 3-4 of March: Mirinda Tyo and Natalie McAndrew</p> <p>Webinar Planning: Team established to help with the webinars. Confirming committee members who previously voiced interest. Plan to meet and have webinar May/June 2022.</p> <p>Question for the BOD: Confirm/clarify: papers coming from sub-committees – acknowledge IFNA versus “on behalf” of IFNA: timely discussion with more manuscripts anticipated. (Seemed from discussion and experience of Petra that it was OK to acknowledge IFNA, but if intended to be on behalf of IFNA, that would require BOD review).</p>
Follow up	<p>Debbie Zaparoni indicated a policies/procedures/processes manual is being developed. This item will be addressed in the future.</p> <p>Sandra Eggenberger clarified that with acute care clusters recent manuscript publication there was not a policy so members moved forward with current knowledge, but seems that there will be a need in future as more papers are under development.</p>
	Debbie Zaparoni and Veronica Swallow

Agenda Topic:	Resource Advancement Committee (Veronica Lambert)
Discussion:	March meeting was cancelled.

Agenda Topic: 0955 - 1000	<p>Process Meeting: What went well? What can we improve upon?</p>
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Next IFNA Board Meeting

April 14, 2022 8:00am – 10:00am EST