

<b>IFNA Agenda</b> <b>Board of Directors -</b> <b>Conference Call</b> <b>Aug 11, 2022</b> <b>8:00am – 10:00am EST</b>	IFNA BOD Meeting <a href="https://zoom.us/j/94775367617?pwd=c3hFeDB2MDRTWU9Xc1FtcEN2NWtGdz09">https://zoom.us/j/94775367617?pwd=c3hFeDB2MDRTWU9Xc1FtcEN2NWtGdz09</a> Meeting ID: 947 7536 7617 <b>Passcode: BOARD</b> One tap mobile +13126266799,,94775367617#,,,,*042156# US (Chicago) +19292056099,,94775367617#,,,,*042156# US (New York) Dial by your location Meeting ID: 947 7536 7617 Passcode: 042156 Find your local number: <a href="https://zoom.us/j/94775367617?pwd=c3hFeDB2MDRTWU9Xc1FtcEN2NWtGdz09">https://zoom.us/j/94775367617?pwd=c3hFeDB2MDRTWU9Xc1FtcEN2NWtGdz09</a>
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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.

**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, Junko Honda, Lindsay Smith, Teresa Gutiérrez-Alemán, Elisabeth Coyne Staff: Debbie Zaporoni,
Unable to Attend:	June Horowitz, Petra Brysiewicz, Suja Somanadhan, Veronica Lambert, Kristen Abbott-Anderson, Beth Kassalen
Guests:	
Minutes compiled by:	Elisabeth Coyne

Agenda Topic: 0800-0805	<b>Welcome / Announcements</b> <b>Board Engagement / Networking (Veronica Swallow)</b>
Announcements / Acknowledgements/ Discussion:	TGA shared that she has received her PhD, and thanked her supervisors [Norma Krumweide] and IFNA for the opportunities. VS explained about the minutes and approval process.

Agenda Topic: 0805 - 0815	<b>Approval of prior minutes (Veronica Swallow)</b> <b>(Attachment)</b>
Motion to Approve	July Minutes Approved LS, J. Honda DZ explained that the meeting did not have a quorum and the process regarding voting. If needed for this meeting, this could be done by email or delayed to next meeting.

Agenda Topic: 0815 - 0820	<b>Financial Report (Debbie Zaporoni)</b> <b>(Attachment)</b>
Motion to Approve	Total income \$2910 (Membership, Webinar and donations). Expenses were \$8,695 (management fees, subscriptions, and board awards) for an overall loss of -\$5,785. Despite trending losses in this non-conference year IFNA remains financially stable.
Updates / Action Points from prior minutes	No questions

Agenda Topic:	<b>Board Orientation Guide (Veronica Swallow)</b>
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0820 - 0830	
	<p>Attachment</p> <p>DZ highlighted this is a guide and orientation for incoming board members and ongoing members. TG shared the guide was useful and clear to read. LS commented the chapters are listed but not the relationship with the Japanese Association for Research in Family Nursing <a href="https://jarfn.jp/eng/index.shtml">https://jarfn.jp/eng/index.shtml</a> (JARFN) JH highlighted that the Japan Association is not a chapter but more a relationship. DZ noted it was an informal agreement, no formal agreement with JARFN. Similar to the IFNA/Glen Taylor relationship that has a Memorandum of Understanding (MOU), they are not mentioned within the Orientation guide. J. Honda asked if an official contract should be established between JARFN &amp; IFNA. VS suggested that a MOU may be a way forward. J. Honda said she would discuss with the JARFN group.</p>
<b>Action</b>	<p>VS suggested a discussion with JARFN and Glen Taylor as to if they should be included in the orientation guide and an official relationship organized.</p> <p>To be raised with Glen Taylor Institute after pending initial meeting between VS, J. Honda, KA-A (IFNA) and KA-A &amp; Han Peter de Ruiter(Glen Taylor Institute) that is still tba</p>

Agenda Topic: 0830 - 0850	<b>Code of Conduct Policy (Veronica Swallow)</b>
Discussion:	<p>Attachment</p> <p>VS shared the document for discussion at the September IFNA Board meeting LS highlighted the challenges of cultural differences and strengths and the need for mindfulness and suggested a note re cultural diversity VS agreed and said this had initially been included in the first draft but one reviewer queried if it should be included, however the discussion at this meeting indicated it should be included DZ emphasized the need for recognising cultural differences within IFNA and having a voice at the international level. DZ added LS's suggested sentence to the document. TGA thanked colleagues for the drafting this document and highlighted the need for a flow chart. VS shared that as the organization grows this is an important policy to ensure the best support is available for the members of our international organization. This will eventually become part of a group of new and updated IFNA policy documents underpinning the organization that is being drafted by DZ for review by the Board at a later date.</p>
Follow-up	Discussion of the Code of Conduct Policy at the September meeting
Person Responsible	LS to add cultural safety VS and DZ to follow up on comments
Actions	<b>LS and DZ to add cultural safety wording to the document</b> <del>DZ to develop a flow chart</del>

**Commented [DZ1]:** I think it would be developed along with the review and finalization of the policy

Agenda Topic: 0850 - 0855	<b>Predatory Conferences/emails &amp; journals</b>
Discussion:	<p><a href="https://internationalfamilynursing.org/?s=Predatory+conferences">https://internationalfamilynursing.org/?s=Predatory+conferences</a></p> <p><i>A predatory conference is one that is not organized by scholarly associations, but is put together by revenue-generating companies (Beall, 2015). As Beall explains, the purpose of these predatory conferences is exploitative, rather than educational, as the companies seek to benefit financially from researchers' needs to make conference presentations and publish papers (2015).</i></p>

	<p>DZ highlighted the conference had been highlighted by a Canadian university who sent the information to DZ. The risk of predatory emails was also highlighted by DZ and noted that all emails from IFNA will be sent via her office so any others alleging to come from IFNA should be ignored. And no emails will be asking for money.</p> <p>VS shared that her email had been targeted and this caused problems for her work email. Also predatory journals are a potential risk that Board members ought to be aware of..</p>
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<p>Agenda Topic: 0855-0910</p>	<p><b>IFN Foundation</b></p>
<p>Discussion:</p>	<p>Meeting held 2<sup>nd</sup> August</p> <ul style="list-style-type: none"> <li>• Japan Foundation grant - workshop will have access to the digital briefcase which included translation of relevant materials that will have been translated by the Japanese partners (free of charge to grant).</li> <li>• Legacy Giving- a document outlining the Legacy Giving process proposal was discussed and approved, the next step is to email prospective donors; international partners will be approached to seek feedback on program and minimum amount for Legacy donors, and, 'in memoriam' donations will be considered under the Planning Giving program to be developed next.</li> <li>• Giving Tuesday – 29<sup>th</sup> November 2022 – plans are underway to prepare for this which is another valuable source of income</li> <li>• Communication between IFN Foundation and IFNA leadership to discuss fundraising and other activities: KC asked VS to broker a meeting between IFNA and IFNF.</li> <li>• IFN External Grants program – follow up planned</li> <li>• The IFN Chair discussed importance of annual reports including income and expenditures statements, especially in light of plan to attract donors who will expect same</li> </ul> <p>Next meeting October 4<sup>th</sup></p> <p><b>Japan Foundation Grant – September – November 2022</b></p> <p>Project objectives: U.S. and Japanese collaborative efforts.</p> <p>Upon participation in these two virtual learning events, the audience will be able to:</p> <ol style="list-style-type: none"> <li>1. Emphasize how Japanese culture and health care practices influence family choices about care of aging family members in Japan.</li> <li>2. Identify how aging care practices in Japan can inform efforts in the US</li> <li>3. Compare how Japanese beliefs, practices and health services contrast or align with best practices in US health care settings</li> <li>4. Provide a complimentary/free access to well-designed electronic briefcase of educational materials that can be utilized and readily disseminated within nursing curricula in the US and Japan.</li> </ol> <p>Methodology: A team of Japanese and US family nurses and family health scholars with expertise in gerontology and health services for older adults, will develop a 2-part Internet-based interactive seminar that covers: population shifts, care preferences for aging at home or in the community, cultural beliefs and practices, structure of health services that support or impede aging in place, and information on programs and services available.</p> <p>Anticipated outcomes: Provide an educational professional development program, raise health professionals' awareness of the impending health care crisis, share culturally informed knowledge about how to assist families regarding aging in place and address the current gaps in care.</p>

	Dissemination plan: Design and compilation of an electronic briefcase containing comprehensive educational materials that can be immediately utilized to implement change in practice and care.
Follow up:	VS discussed the meeting and the information about this resource DZ highlighted the Japan foundation grant. It is an educational series prerecorded and then come together as a discussion, see details above. J. Honda discussed that the prerecorded lecture will be on the IFNA website and free for members. J. Honda is preparing the information to be disseminated and promote regarding the presentation. DZ said it will be shared widely and then a digital briefcase to be downloadable will be available. TGA shared that she was also involved in this project and has created some of the resources. Evidenced based information and educational materials being developed for the digital briefcase. Available in September
Person Responsible:	DZ

#### 0910 – 0955 – Chapter, Student Engagement Group and Committee Updates / Reports

Agenda Topic:	<b>Chapter Updates</b>
Discussion	<p>Australia New Zealand Chapter Newsletter <a href="#">Go to this Sway</a></p> <p>UK and Ireland Chapter <b>UK&amp;I Chapter:</b></p> <ol style="list-style-type: none"> <li>Chapter Executive met 25<sup>th</sup> July, next meeting 22<sup>nd</sup> September</li> <li>Issue 5 of the Chapter newsletter was recently posted <a href="https://mailchi.mp/e773a596d0b3/ifna-uk-and-ireland-newsletter-issue-5">https://mailchi.mp/e773a596d0b3/ifna-uk-and-ireland-newsletter-issue-5</a></li> <li>Chapter policy documents developed/in development: <ul style="list-style-type: none"> <li>Chapter Social media policy,</li> <li>Chapter Terms and Conditions</li> <li>Chapter Strategy</li> </ul> when discussed and approved these will be shared with IFNA BoD for consideration and approval</li> <li>Dr Susan Carr and Professor Veronica Swallow are meeting 4<sup>th</sup> August with Ms Alison Morton, Executive Director of the UK Institute of Health Visiting <a href="https://ihv.org.uk/">https://ihv.org.uk/</a> to discuss future collaborations between the two associations, we are grateful to Alison for writing this blog for the Chapter, which is also included in the Issue 5 of the Newsletter <a href="#">It's a matter of social justice – a 'voice' to influence policies affecting health – International Family Nursing Association (IFNA) – UK and Ireland Chapter (ifnaukandireland.org)</a></li> <li>Dr Suja Somanadhan and Dr Jim Turner propose a Chapter webinar in September with a focus on Midwifery Practice and family. They have identified two topics /speakers: <ol style="list-style-type: none"> <li>Latch On: a randomized controlled trial of perinatal support to improve breastfeeding outcomes in women with a raised BMI (Dr Denise O'Brien and team, UCD Midwifery)</li> <li>The concept of Doula in Midwifery Practice- Prof Kristen Abbott-Anderson, Minnesota State University, Mankato</li> </ol> </li> </ol>
	LS shared that the Australia New Zealand Chapter and JARFN are working together and aim

	<p>to present at the meeting.</p> <p>LS shared that the AUSNZ Chapter aims to also work with the African Chapter.</p> <p>VS shared that the UK&amp;I Chapter developed UK&amp;I Chapter: draft terms of condition, Strategic Plan and Social Media Policy and these will be discussed by the Chapter Executive at the next meeting on 22<sup>nd</sup> September 2022 and after approval will be shared with the IFNA BoD for approved. The chapter is aiming to follow the IFNA policies. VS discussed that it may be useful for the other two chapters to develop terms of condition and Strategic Plans for their respective chapters.</p> <p>VS explained the connection they have established with the UK Institute of Health Visiting and how this is important for the UK and establishing family policy.</p>
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Agenda Topic:	<b>Student Engagement Group Update (Teresa Gutiérrez-Alemán )</b>
Discussion:	Nada Dahlawi has agreed to be co-chair for this group with Wendi Smith.
<b>ACTION</b>	<p>LS nothing to add no questions</p> <p><b>TGA asked if LS can update and invite her to the next meeting.</b></p>

Agenda Topic:	<b>Awards Committee (Veronica Swallow)</b>
Update	No update at this time.

Agenda Topic:	<b>Bylaws Committee (Lindsay Smith / Kristen Abbott-Anderson)</b>
Update	<p>Work will begin late September - early October 2022.</p> <p>Lindsay agreed to chair this Committee. Kristen Abbott-Anderson will be the board liaison. Janelle MacIntosh has agreed to participate on the committee. Invitations have been sent to Birte Oestergaard and Anne Ersig as well.</p> <p>VS thanked DZ for her work in moving this committee to be functional.</p>

Agenda Topic:	<b>Communications Committee (Junko Honda)</b>
Update	J. Honda noted no meetings. Using social media to promote IFNC16

Agenda Topic:	<b>Conference Planning Committee (D. Zapanoni)</b>
Update	 <p>3 Keynotes have been finalized.</p>

	<p>Awaiting contract from Dublin City University (DCU), however, dates are confirmed: pre-conference, Tuesday, June 20, 2023; Conference, Wednesday, June 21-Friday, June 23, 2023.</p> <p>VS shared that the call for expert lectures and workshops will be out soon.</p> <p>DZ noted that they are still working on getting a contract with DCU and VL did not realize no contract organized as yet. VS noted that VL will work with David (DCU) to help finalize the conference contracts at the university.</p> <p>VS noted that they have done great work on preparing the keynotes</p>
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Agenda Topic:	<b>Education Committee (Teresa Gutiérrez-Alemán)</b>
Update	<p><b>Family Nursing's Role in Transgender and Gender Diverse Care</b></p> <p>Webinar response, and promotion.</p> <p>TGA next meeting Sept 20<sup>th</sup> TGA will meeting with SE re past work she has done with this committee.</p> <p>DZ shared the webinar was interesting and well received. Emails received re the need for this webinar / information to be shared again or more widely.</p> <p>The webinar was free to IFNA members. Non-members were charged a \$25 fee.</p> <p>EC discussed the possibility of developing a new resource of shorter recordings. EC suggested she could work with the presenters if needed to help develop this as a resource. Since the webinar was coordinated by the Education committee, TGA will discuss this idea with the education committee chairs and see what ideas they have.</p>
Action	<b>TGA to follow up with education committee for promotion and development of resources</b>

Agenda Topic:	<b>Membership Committee (Kristen Abbott-Anderson / Suja Somanadhan)</b>
Update	<p>VS highlighted the need for members of the membership committee and asked if we can all encourage colleagues to join. Good experience and opportunity to learn and contribute to increasing IFNA membership. VS has d/w Dr Beth Skelton who has agreed to join the membership committee, Debbie will introduce Beth to the co-Chairs</p>
Action	<b>Board members to encourage colleague to join membership committee</b>

Agenda Topic:	<b>Nominating Committee (Elisabeth Coyne)</b>
Update	<p>No specific work at this time.</p> <p>Update name as board liaison to EC</p>

Agenda Topic:	<b>Practice Committee (Petra Brysiewicz)</b>
Update	<p>Distribution of IFNA Global Family Nursing initiative project – “A global shift in family nursing practice”. Recruitment flyer has been dispersed – all encouraged to recruit participants.</p>

**A GLOBAL SHIFT IN FAMILY NURSING PRACTICE**

**How Can YOU Help?**  
We are looking for IFNA members and other family nurses to provide written narratives about their pandemic family nursing practice experiences and how they were impacted.

**What to Include?**  
Narratives written in your native language  
◦ We would love to read about your experiences in your language!  
A photo of the family nurse in the practice setting  
◦ Attach a photo of you to share your experience with fellow family nurses!

Write a narrative of 500-1000 words, with the following information:

- 1 Your name and title, where you are from (country, town etc.), what is your working role
- 2 Describe your daily activities working with families during the Covid 19 pandemic
- 3 Describe how the Covid 19 pandemic shifted your family nursing practice
- 4 Lessons you learned from this experience

For more information and to submit your narratives please email: ifnapcommittee@gmail.com

We need your permission to publish and present your narrative and photo in an e-book and at events. Please sign the consent form

VS highlighted need for board members to take a lead in this. TGA suggested we help disseminate via social media. EC Need to promote in the Chapters. Not necessary to be a IFNA member to contribute. Looking for IFNA members and family nurses  
JH asked if it has been translated into different languages?  
TGA said Spanish they are working on the translated, not sure about French, Arabic maybe Japanese Being translated by the members of the committee.  
VS said very nice infographic and TGA thanked her and said they were very excited.

Agenda Topic:	<b>Research Committee (Suja Somanadhan)</b>
Update	Nil update

Agenda Topic:	<b>Resource Advancement Committee (Veronica Lambert)</b>
Discussion:	DZ updated they are working hard to develop sponsor opportunities, for global opportunities. First sponsorship obtained, committee being developed and IFNC16 Sponsorship opportunities will be disseminated in Sept. VS said we can then approach people for sponsorship

Agenda Topic: 0955 - 1000	<b>Process Meeting:</b> What went well? No comments DZ noted she is not available for the next meeting but a colleague from the KME office will be available to support the next IFNA Board meeting. What can we improve upon? Meeting finished 930.
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**Next IFNA Board Meeting**  
September 8, 2022 8:00am – 10:00am EDT  
(Debbie is unavailable for this meeting, Jaymie from the KME office will participate)