



ANMF Board of Directors Teleconference April 16, 2017

Meeting Logistics			
Meeting Date and Time:	April 16, 2017 8PM to 1025 pm EST		
Chair/Facilitator	Sangita Basnet		
Purpose:	Fifth Meeting of the Board of Directors 2016		
Online Link:	Go to meeting		

Participants		
Sangita Basnet	Sushil Raj Pandey	Prakash Thapaliya
Santosh Sapkota	Pankaj Tmisina (absent)	Binod Dhungana (absent)
Bhupesh Khadka	Gaury S. Adhikary	Bob Gerzoff
Bijay Acharya	Richard Katzman	Libby Wilson
Dinesh Mainali (absent)	Prakash Neupane (invited)	Allison Brustin (absent)
Sunil Sharma		Marvin Brustin (absent)
Baroon Rai		
Julia Shepardson		
Manoj Nepal (absent)		
Ashok Chaudhary		

Agenda Items and Discussions	
Agenda Item 1	Approval of Minutes from 12/11/16-approved
Agenda Item 2	Project updates



ANMF Board of Directors Teleconference April 16, 2017

1. **Oxygen Plant at TUTH:** SWC has approved this project. Dr Pradip Vaidya has taken the lead on behalf of ANMF Nepal in asking for tenders to finalize the builders
2. **Tilganga Institute of Ophthalmology- Community Eye Centre in Liwang, Rolpa (additional support for USD 20K)** : ANMF Nepal has asked US to directly get involved with this project as it was difficult Nepal team to get SWC paper work. As it is not clear if the SWC paper work is being processed Dr Dick Katzaman (action owner) will get in touch with Khim Gurung (Point of contact from TIO in Nepal). Action items: a) ask if TIO needs fund assurance letter (FAL)? b) Ask if TIO has documents that confirms registration to SWC (social welfare council)? c) Ask if a separate MOU is needed from ANMF US and TIO to complete necessary process?
3. **Manikins procurement and BASIC training for nurses (Nepal Critical Care Development Foundation):** already approved by board ; Dr Subash Acharya and Shaswat Acharya from ANMF Nepal team are project mangers.
4. **Ask Foundation -Telemedicine project:** ANMF Nepal has asked US to directly disburse the funds. The similar questions as in action items in 2 above, has been put forward to ASK foundation. Dr Santosh Sapkota and Bhupesh Khadka is co-coordinating with Dr Rashmi Thapa of ASK Foundation.
5. **Tarkang Community Health Center:** ANMF US disbursed funds to Pahar Trust Nepal directly which is the non-profit constructing Tarkang CHC. This project has been closed on 4/16/17 by the board.
6. **Clinical training programs of Dr Jainendra K Choudhary (Minimally-invasive GI surgery in Seattle) and Dr Mahesh Sigdel (fellowship on Glomerulonephritis, NY)** has both been completed by the trainees. Funds for this project has to disbursed to ANMF Nepal soon. Treasurer, Julia Shepardson is in contact with ANMF Nepal to arrange it.



ANMF Board of Directors Teleconference April 16, 2017

Project updates Contd:

7. Following Projects run by ANMF Nepal is on the process of getting approvals from SWC-**a) Public health Project to be conducted in Adchale, Sindhupalchowk; b) Maintenance of existing Health posts; c) Construction of Additional wards in Chautara Hospital (USD66K).**

All of these projects have already been approved by ANMF in the past. USD 50 K has been allocated to maintain existing Health Posts constructed by ANMF and once the approval process is completed, funds will be disbursed on case by case basis.

To construct chautara hospital structures, DHO has allocated land. The pre-fab structure has been designed and is submitted to Ministry of health for final approval while waiting for SWC approval as well. Once approved, construction will start soon.

8. **Aldanda Chauthe community Health center, Nuwakot (approx USD 45K):** ANMF Nepal has approved this project after doing their due diligence. This Community Health center (CHC) is run by the local community itself. The staffing at this CHC will ultimately be done by the government but until that happens the community co-operative that has been formed by the locals have set up funds to staff and have deposited NRS 200k at a local bank. After a thorough discussion by the US board members, the project was approved unanimously on 4/16/17. Of the total cost to construct this CHC, USD 35 K will come from the fund collected by Dr Sanjaya Khanal and team, raised specifically for this purpose. This is a project that will be run by ANMF Nepal in conjunction with rest of the other health facilities being constructed and monitored.

9. **Thapduipal Heath Post, Nuwakot, originally planned to be constructed has been cancelled** as per ANMF Nepal recommendations. Local people and Village Development Committee were unable to provide the requested land to construct the health post.



ANMF Board of Directors Teleconference April 16, 2017

Agenda Item 3	Finance committee update
	<p>A separate financial statement has been circulated to the board regarding the current balance-summary of it is below (USD)</p> <p>Earthquake relief Account- 479.9K; General account- 68.9 K Payapal 58.1K; TOTAL 607K</p> <p>ANMF Board approved projects but not yet sent to Nepal: 263.7 K. This includes the fund of TIO (20K) and ASK foundation (6.9K) which ANMF Nepal has US to disburse directly. This direct disbursement will occur only after the above listed (on project update section) procedures are clarified.</p> <p>Earthquake funds remaining: 171.2 K (479.9-263.7-45for chauthe)</p>
Agenda Item 4	Health Post Updates



ANMF Board of Directors Teleconference April 16, 2017

6.							
S.N	Name of the health post/VDC	District	Type of the prefabricated health post	Progress	Marmoleum Flooring Installed (Y/N)	Health care delivery services started (Y/N)	Major Problems
1.	Chautara	Sindhupal chowk	1	Already completed	Y	Y	No any major problems
2.	Irkhu	Sindhupal chowk	2	Already completed	Y	Y	Lack of water supply system
3.	Bhimtar	Sindhupal chowk	2	Already completed	Y	Y	No any major problems
4.	Sipapokhare	Sindhupal chowk	2	Already completed	Y	Y	Lack of adequate amount of water and sanitation problem
5.	Bhotsipa	Sindhupal chowk	2	Already Completed	Y	Y	Need of a retaining wall
6.	Petku	Sindhupal chowk	2	Already completed	Y	Y	No any major problems (Retaining wall is being installed)
7.	Piskar	Sindhupal chowk	2	Already completed	Y	Y	No any major problem
8.	Thulosirubari	Sindhupal chowk	2	Already completed	Y	Y	No any major problems
9.	Haibung	Sindhupal chowk	2	Health post construction is already completed and marmoleum flooring is being installed	N	N (will start the delivering the services once the marmoleum floor is installed)	No any major problems
10.	Tauthali	Sindhupal chowk	2	Already completed	Y	Y	No any major problems
11.	Listikot	Sindhupal chowk	2	Already completed	Y	Y	Need of a retaining wall and stone pavement needs to be done so as to minimize the dust and dirt outside the health post



ANMF Board of Directors Teleconference April 16, 2017

12.	Attarpur	Sindhupal chowk	2	Already completed	Y	Y	Lack of medical and surgical equipments
13.	Thapduippal	Nuwakot	2	Constructi on work has not been started yet	N	N (But they are delivering the services to the local people through another building)	<ol style="list-style-type: none"> 1. Local villagers are not willing to donate the land for the health post 2. Could not find proper certified land 3. After repeated conversation with the secretary of that VDC and the Health post in-charge, we were unable to find a proper certified land to construct a prefabricated health post

PATIENT CARE INFORMATION

S.N	Name of the health post	Type of the health post	Area covered	Average number of patients seen per day
1.	Chautara	1	124 square meters (1333 square feet)	Above 90 patients per day (serving as outpatient department of district hospital)
2.	Attarpur	2	89.27 square meters (960 square feet)	10-15
3.	Bhimtar	2	89.27 square meters (960 square feet)	15
4.	Bhotasipa	2	89.27 square meters (960 square feet)	10-15
5.	Haibung	2	89.27 square meters (960 square feet)	-
6.	Irkhu	2	89.27 square meters (960 square feet)	15-20
7.	Listikot	2	89.27 square meters (960 square feet)	15-20
8.	Petku	2	89.27 square meters (960 square feet)	15-20
9.	Piskar	2	89.27 square meters (960 square feet)	15-20
10.	Sipapokhare	2	89.27 square meters (960 square feet)	18-20
11.	Tauthali	2	89.27 square meters (960 square feet)	10-12
12.	Thulosirubari	2	89.27 square meters (960 square feet)	20-25



ANMF Board of Directors Teleconference April 16, 2017

Agenda Item 5	Annual conference preparation at Kansas City
	<p>-Dr Prakash Neupane, organizer of upcoming annual conference updated the board about the preparations and urged members to attend and register online ASAP.</p> <p>-He has been planning a casual dinner on Friday May 12, 2017 at his residence for all the conference attendees</p> <p>-on May 13, 2017, the main program will be hosted with the theme of Health information technology in Nepal. He has a confirmed speaker from Kansas city area with possibility of another one. Speakers will be finalized in a week or two while working with the executive committee. He requested for ANMF Nepal members to attend the meeting.</p> <p>-Dr Libby Wilson asked the board to invite a speaker who has been working on water purification system that has helped many poor people in Pakistan. Board approved and recommended that this speaker be invited to present during the lunch time on May 13, 2017. She will get back to the executive committee about this to finalize speakers. It was thought that this type of water purification plant could be a part of public health project conducted by ANMF.</p> <p>-Board members also requested online portal to be able to attend the annual conference remotely</p>
Agenda Item 6	Web site committee update
	<p>-Bijay Acharya has been working diligently to update current ANMF website; he has reported to the board about different tools to automate the day to day operations of ANMF- these include neocrm, donor snap/classy/vertical response etc. these tools in general cost from USD 100-350 per month. He mentioned that some of the cheaper versions of these tool may require a separate web master to run the web page. He will schedule a demonstration session about these tool with few other board members to finalize the tools and mode of web site operations. Board members Sunil Sharma, Bob Gerzoff, Sangita Basnet, Santos Sapkota and Bhupesh Khadka will attend that session</p> <p>-It was urged that members portal be created so that minutes and other important documents can be uploaded</p> <p><u>Action item: online meeting for demo sessions Action owner: Bijay Acharya</u></p>



ANMF Board of Directors Teleconference April 16, 2017

Agenda Item 7	<p>Operations of Project committee</p> <ul style="list-style-type: none"> -Due to various reasons, there was lot of confusion in the past year about Project committee and its operations. on the last board meeting it was even discussed if it should be scrapped altogether. A vibrant discussion took place -Board decided that Project committee is integral to ANMF and should continue to exist. It also recommended that it include members from Nepal. -Board decided that all projects should come from one website portal to maintain one door policy of project submission -Board decided that ANMF can work with any non-profit organization in Nepal including but not limited to ANMF Nepal. Like wise funds for any approved projects can be disbursed directly to any such non-profit organizations. -Board in majority decided that ANMF doesn't need to confine its projects to the ones only approved and sent by ANMF Nepal. It also stressed that ANMF Nepal is still our main partner in Nepal. -Board has delegated to the interested board members to form Project committee, choose its leader, determine the number of members and expand the committee at the general meeting to include few members from Nepal and finally formulate the procedural guidelines of project committee. -Board also decided that the Project committee should take responsibility to get update website of the ongoing developments of all active projects until it is finally closed. -Board agreed that Project committee submit their recommendations to the Board for both approved and disapproved projects so that the final decision on each project is made by the board. -Board decided that ANMF treasurer is a defacto member of project committee. -following members are interested in project committee- Baroon Rai, Richard Katzman, Prakash Thapaliya, Sunil Sharma.
Agenda Item 8	<p>ANMF operations</p> <ul style="list-style-type: none"> -Julia Shepardson expressed her wish to step down after the annual conference. She has volunteered to help the new treasurer on the days to come. ANMF needs to find a new treasurer at the general meeting -Tenure of Seven board members will be completing this year. An email will be sent with an application to all these members, all current members of ANMF along with all conference attendees requesting to apply for board membership if they are interested. -All new members will be inducted at the general meeting. Depending on the application to apply for board membership, the total number of board members will be decided by the current board in its next meeting on May 12, 2017. - Project committee along with other committees will be finalized at the general meeting - due to time constraints discussion about CME committee, membership committee and fundraisers could not be done. Next CME activity is in May 4-6, 2017 in Kathmandu when ANMF will be representing on the 13th annual meeting of SIMON (Society of Internal Medicine of Nepal)
Agenda Item 9	<p>Future meetings</p> <p>Board meeting May 12, 2017, Kansas City Annual General Conference May 12-14, 2017 at Kansas City, MO (organizer Dr Prakash Neupane) Meeting adjourned at 1025 PM EST</p>