

# ANMF Board of Directors Teleconference December 3, 2017

Meeting Logistics			
<b>Meeting Date and Time:</b>	December 3, 2017 8PM to 1030 pm EST		
<b>Chair/Facilitator</b>	Sangita Basnet	<b>Prepared by</b>	Bhupesh Khadka
<b>Purpose:</b>	Meeting of the Board of Directors		
<b>Online Link:</b>	Go to meeting		

Participants		
Sangita Basnet	Binod Dhungana	Prakash Thapaliya (absent)
Santosh Sapkota	Chandra P Chataut	Pankaj Tmisina (absent)
Bhupesh Khadka	Richard Katzman	Bob Gerzoff (absent)
Bijay Acharya	Prakash Neupane (invited )	Libby Wilson (absent, excused )
Dinesh Mainali	Kalpana Shrestha (invited)	Subodh Mallik (absent)
Sunil Sharma		Marvin Brustin (absent)
Baroon Rai		Ashok Chaudhary (absent)
Julia Shepardson		Sushil Raj Pandey (absent)
Deenu Maharjan		
Ganesh Chaudhary		

Agenda Items and Discussions	
<b>Agenda Item 1</b>	Approval of Minutes from 8/13/17-approved
<b>Agenda Item 2</b>	<b>Finance Committee Updates</b>
	<p>-Please see separate attachments for details on finance updates</p> <p>Summary: Remaining funds- <b>Total 334680 USD</b> of which Earthquake account has <b>245.8K</b> and general account has <b>89K USD</b>. These funds include sum that have been approved for projects but yet not disbursed.</p>

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## Agenda Item 3

### I. Updates of the projects approved as of 8/13/17

1. 17TUTH001 Liver transplant Observership: Fund of \$8000 transferred to ANMF Nepal but not disbursed to the involved party yet while SWC documentation is awaited. Final Report submitted by Drs Pramesh Shrestha and Rahul Pathak from Tribhuvan University Teaching Hospital.
2. 17TCHC001 Tarkang Com Hlth Ctr (3 rooms): \$15,000 (partial approval). Received further documents as asked on 8/13/17 meeting as follows- a. Gaun palika letter stating that it will match 20% of the cost. b. Received Request to release funds (from Capt. Purna Gurung). Discussion- this fund for 15K was unanimously approved by the Board. Next step will be to issue fund assurance letter and await for SWC Approval letter.

Project Manager : Santosh Sapkota

3. 17PHO001 Possible Charikot Hospital Expansion: \$14,509 transferred from US 10/17/2017. Discussion: Richard Katzman, Project Manager for this project updated that this sum of money will be used for Educational and Training programs for PHC. He will also follow up with Possible who are yet to acknowledge the transfer of this fund.
4. 17NAR001 Narchan Community Clinic: Approved for \$31,051.89 and MOU signed. Waiting for SWC approval letter. **Fund yet to be transferred.** Project Manager: Julia Shepardson
5. 17CME001 PFCCS 2017: Fund \$1460 disbursed and final Report Submitted. Board has acknowledged its completion and has closed the project.

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## **Updates of the projects approved as of 8/13/17 contd**

6.17 NAMS001 joint telemedicine/ teleconference/ consultation: This Project has been handled by ERC (Education and Research Committee) . Project has been approved for \$11,750, though initially ask was from 13-18.2K Project Managers: Prakash Neupane/ Santosh Sapkota both updated the project status. Discussion- members were concerned about the total cost for software installation and it was thought that less costlier software options should be explored. Bijay Acharya who is going in a Nepal trip in 12/2017 will be in touch with NAMS officials to discuss on this subject.

7. Awards for best oral/poster presentation for resident and fellow at SIMONS/ Society of Surgeons of Nepal/ NEPAS for Up to \$2000. This will be handled by ERC and this will be first held at SIMON and NEPAS in 2018 conferences. Goal is to limit this to conferences organized by speciality umbrella organizations. Discussion-Members were concerned if this project would need SWC approval. Sangita Basnet will check with ANMF Nepal on this issue.

8. National Health Research Council Collaboration Transfer of knowledge (research training and reviewer list): ANMF US ERC and ANMF Nepal will organize this research methodology conference with tentative plans for April 2018. Interested members are encouraged to visit Nepal for this symposium and contact ERC for more details.Update on Previous ANMF Nepal projects

## **II. Update on Previous ANMF Nepal projects**

1. ANMF/Nepal-Public Health- Sipapokhare: Funds transferred from US \$11,500. Update from Nepal: A.Toilets have been constructed at Chandrawati and Om Ram primary school.  
B. Need report of 80 Toilets constructed at Archale Tole re Zinc plates, cement. C. ANMF-Nepal is waiting for reports from Sindhu Utthan Kendra (SUK; Mr.Basu Dev Adhikari) on the construction of water supply system at Om Ram primary school as well as repair and maintenance of old pipes and taps at Sipapokhare.
2. ANMF/Nepal-Project Oversight for which 15K has been transferred and is ongoing. All members expressed gratitude for the exceptional work the ANMF Nepal and staff have been doing .

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### Update on Previous ANMF Nepal projects contd

3. Chautara District Hospital Prefab Emergency, male and female Ward Construction: Previously 66 k USD had been transferred for this project. Construction started by FIXIT engineering (Er Pashupati Shah) on 11/4/17. **Due to increase in costs, 22k extra has been requested. Board unanimously approved to disburse** this extra fund and agreed to use the fund that was previously disbursed for 50 k for maintenance of constructed health posts which is yet to be used.

4. **A.** ANMF Health Posts (12 constructed) : 491.5K has been already transferred for this project in the past. Update from Nepal- a.ANMF-Nepal has received the handover letter as well as the letter of gratitude from district health office, Sindhupalchowk. b.Vendor (Building Solution: Marmoleum flooring) has repaired the flooring on the health posts where it was damaged (at Listikot, Piskar, Chautara). c. Fix it Engineering Pvt. Ltd. is working on the solar problems at different health posts. d. ANMF Nepal has instructed Fix it Engineering Pvt. Ltd to collect a letter from each of the health posts after the solar problems have been fixed so that ANMF could be sure that the problems are fixed . e. **Additional costs have incurred and and extra of about 28K USD has been requested. After discussion, Board unanimously approved** to disburse this extra fund and agreed to use the fund that was previously disbursed for 50 k for maintenance of constructed health posts which is yet to be used.

4. **B.** ANMF Nepal Maintenance of constructed 12 Health Posts: 50 K USD has been transferred already to Nepal but this fund has not been used. This fund will be used as above mentioned on 3 and 4A. So far only request has come from Dr Chaurasiya, DHO Sindhupalchowk for medical and surgical supplies for Chautara District Hospital which ANMF Nepal is working to get quotations from different pharmacies. Discussion- Board decided to use this fund which has been sitting idle for some time to pay for extra costs incurred on constructions of the health posts as above. **Board also decided to entertain requests for HP maintainence as it comes pending funds available with ANMF and asked to table it for discussion at the annual general meeting.**

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### Update on Previous ANMF Nepal projects contd

5. Health Post at Chautha, Nuwakot—> USD 48k has been set aside for this project but not yet transferred. So far it is not clear whether this will go ahead or not due to reasons as follows-The proposal to construct health post at Chautha Nuwakot was initially submitted by Kali Devi Agriculture Cooperative Limited, whose constitution only directs them to work in the agricultural sector not in the health sector. ANMF-Nepal had a meeting with Kali Devi Agriculture Cooperative Limited (Mr. Poush Nath Dhungana along with his associates). ANMF-Nepal requested Mr. Poush Nath Dhungana to amend their (Kali Devi Agriculture Cooperative Limited) constitution so that they can work on health sector too. Also ANMF-Nepal requested Mr.Poush Nath Dhungana to seek a letter of approval for constructing the health post at Chautha from District health office, District coordination committee and/or other government institution at Nuwakot.

6. NCCDF-Manikins for Nurse Training-Fund transferred from US: \$5800. Update from Nepal: The first installment of total amount (i.e. \$2900) was disbursed to NCCDF. Training is completed but receipts and report are yet to be received. The remaining amount will be disbursed as soon as these are submitted.

7. Health and Development Society Nepal (HDSN)- Temporary Health Shelters:The “final” report submitted 18 July 2017 indicates that the two shelters for Rasuwa have not yet been installed. Their status has been listed as “Dispatched, report yet to be received”.—> Bhupesh Khadka touched based with HDSN who have updated that those two temporary health shelters will be constructed at a remote village in Dhading district soon. Report will be submitted to ANMF soon.

### 8. TUTH-Oxygen Concentration Plant:

Update from Nepal: As of 11/27/17: ANMF-Nepal has signed the contract with Medioxo Pvt. Ltd. for the construction of oxygen concentration plant (500 L). NPR 97, 03,385.13 will be needed to complete it within 150 days. 3 years parts warranty. ANMF has disbursed 100K USD for this already.

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## Agenda Item 4

### Flood Relief Projects update

1. 17Sang001 Sangsangai -Project worth 7400 USD was completed and report was submitted on 9/1/17. Board decided to close this project
2. 17ASK001 Ask Found- Project completed and board agreed to disburse 2k more as requested by ASK and closed the project. This extra 2k is in addition to 15k that was disbursed for this project. Final report submitted on 10/11/17
3. 17SANO001 Sano Paila- has requested a fund for 6K but details have not been submitted by Sano-paila. SWC letter received. MOU has not been signed yet. Funds NOT transferred. Dr Sangita Basnet has sent an email to Sano Paila to meet with ANMF Nepal to discuss where and how the money will be spent. Last email sent: November 16,2017

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<b>Agenda Item 5</b>	<p style="text-align: center;"><b>Project Committee updates on New Projects</b></p> <p>17KUMS001 Physical Rehab At Dhulikhel Hospital: Fund requested 60.6K. Project manager: Ganesh Chaudhary. Discussion: Board approved for 30 K with further 20 k if needed in the future. This was decided unanimously.</p> <p>2.17HFN001Psychiatric Rehab At Dang for 121922. Project managers: Binod Dhungana and Julia Shepardson Board approved to fund for 30K with plans to organize fundraiser on annual meeting.</p> <p>3. 17IRHD001Training Girls For Mchb17 for 4.8K. Project Manager: Baroon rai. The Board has decided to ask for more information regarding the grantee from ANMF Nepal.</p> <p>4. 17SOAR001Nepal Ambulance Service for 5K. Projector Manager: Sunil Sharma. The Board has decided to run web ballot as quorum was not met for the decision.</p> <p>5.17NCCDF001 Critical Care Simulation Center for 21.4K. Projector manager: Richard Katzman. The Board has decided to hold on this project and get more information about this project. Board has requested the project manager to get report on last year's project on manikins.</p> <p><u>Concrete HP building proposal by Nepal government 1.Type 4 (D): Requires about 1 ropani of land and the cost is approximately NRs 1 crore 10 lakh 2.Type 3 (C): Requires about 1.5 or 2 ropani of land and the cost is approximately 1 crore 52 Lakh</u></p> <p><u>ANMF Nepal had forwarded this appeal rom GON for possible construction of concrete structure as above. Board decided to hold off on committing on this project with an intent to revisit in the future.</u></p>
<b>Agenda Item 6</b>	<p style="text-align: center;"><b>President Elect Nomination</b></p> <p>The board very briefly discussed on the next president [elect] for ANMF. Due to lack of quorum and time, there could not be a voting on this. Names that were put forth were Santosh Sapkota, Bhupesh Khadka, Binod Dhungana, Dinesh Mainali. Further discussion about the interested candidates and the nomination process/communication will be held at the next Board meeting.</p>

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## Agenda Item 7

### BOARD MEMBERSHIP

Members with terms expiring May2018

1. Bijay Acharya
2. Marvin Brustin
3. Ashok Chaudhary
4. Binod Dhungana
5. Bob Gerzoff
6. Richard Katzman
7. Libby Wilson
8. Sunil Sharma

## Agenda Item 8

### Miscellaneous

Due to time constraints, website and annual meeting updates couldn't be discussed. Next Board meeting will be at the Annual Conference in March, 2018.  
Meeting was adjourned at 1030 PM





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