



AMERICA NEPAL
MEDICAL
FOUNDATION
Advancing Healthcare in Nepal

ANMF Board Meeting

March 6, 2022, Sunday

Meeting Logistics			
Meeting Date	March 6, 2022	Time	8 PM to 11 PM EST
Chair/Facilitator	Bhupesh Khadka	Prepared by	Sandesh Pandit
Purpose:	Quarterly Board Meeting		
Location:	Online-ZOOM		

Participants		
Anil Suwal-P	Ganesh Chaudhary-P	Santosh Sapkota-P
Bhupesh Khadka-P	Jivan Lamichhane- P	Shambhu Aryal -P
Binod Dhungana-P	Julia Shepardson-E	
Binod Khadka-P	Kalpana Shrestha-E	Members present - 18/20
Bishnu Sapkota-P	Libby Wilson-P	
Chandra Prakash Chataut-P	Marvin Brustin- P	
Dinesh Subedi-P	Subodh Mallik- P	E - Excused P - Present
Dixa Dhital- P	Raju Century-P	
Sunil Sharma- P	Sandesh Pandit-P	

Minutes of ANMF Board Meeting on 3/6/2022

Board meeting minutes from the previous meeting-12/12/2021

Board approved the minutes unanimously.

Financial update presented by Sandesh Pandit in absence of Kalpana Shrestha

Covid-19 (2021-2022)				
Total Funds raised For Covid 19 Relief 2021		\$	497,863.50	
Total Funds raised 2022 (to date)for Covid relief		\$	2,285.00	
Total Covid 19 relief Projects funded		\$	(415,312.49)	
Balance Covid relief Funds				\$ 84,836.01
Projects on Hold awaiting funding				
21ANMF05,06,(Oxygen plant transportation		\$	(30,000.00)	
21MMDC002 Oxygen Plant- Pharping		\$	(17,421.00)	
				\$ (47,421.00)
Balance Covid funds available for new projects				\$ 37,415.01

ANMF Project Detail Report as of 03/01/2022					
Project #	Grantee	Title	Approved Date	Balance fund requirement	Fund Assurance Letter Date
20CME001	Nepal Paediatric Society	CME_ Paediatric Critical Care	2/23/2020	\$ 1,580.00	
21NCCDF002	Nepal Critical Care Development Foundation	Critical Care Nurse Scholarship	6/1/2021	\$ 11,480.00	6/17/2021
21MMDC002	Manmohan Memorial Development Center	Oxygen Plant- Pharping	8/8/2021	\$ 17,421.00	8/10/2021
21ANMF013	ANMF Nepal	Tele-consultation for home isolation patients ext.	12/12/2021	\$ 2,074.00	12/13/2021
21NIRI001	Disease and Health Stud7	Nexus Institute of Research & Innovation	12/12/2021	\$ 10,000.00	12/13/2021
21ANMF005/06/07	ANMF Nepal	Oxygen Plant transportation	12/12/2021	\$ 30,000.00	12/13/2021
				\$ 72,555.00	

Projects funded in 2021 -2022			
Coronavirus Relief Project			
20ANMF003	Covid 19 relief-N95 masks HCW	\$	17,950.00
20ANMF006	O2 supply Isolation Center	\$	66,900.00
21VCN001	Covid 19 Antigen Test	\$	13,895.00
21ANMF002+010	Covid 19 Communication Team	\$	7,662.00
21ANMF003	O2 Concentrators and HFN Cannul	\$	40,000.00
21ANMF005+6+7	Oxygen Plants for Nepal	\$	236,583.49
21ANMF004 +011	Tele consult- Home isolation pt	\$	17,822.00
21ANMF009	Ventilator Training Lab	\$	14,500.00
Total Coronavirus Relief Project			\$ 415,312.49
Other Projects			
19NN001,	Amppipal Hospital- Oxygen Plant	\$	19,046.00
20ANCP002	ANMF Nepal oversight exp	\$	10,000.00
19HFN001	Community Mental Healt Ctr	\$	20,000.00
21MAIT001	Ensuring Health and Well-being	\$	7,000.00
21KICH001	Environmental Impact Assessment	\$	10,000.00
Total Other Projects			\$ 66,046.00
Total Funded			\$ 481,358.49

Bank balance as of 03/01/2022			
	Bank of America	\$	117,064.63
	Bank of America	\$	89,560.70
	PayPal	\$	2,914.40
Total funds in Bank			\$ 209,539.73
Projects approved and on hold			
Covid Relief Projects:			
21ANMF05,06,(ANMF Nepal	Oxygen plant transportation ????	\$ 30,000.00
21MMDC002	Manmohan Memorial Development Center	Oxygen Plant- Pharping	\$ 17,421.00
			\$ (47,421.00)
General Projects:			
20CME001	Nepal Paediatric Society	CME_ Paediatric Critical Care	\$ 1,580.00
21NCCDF002	Nepal Critical Care Development Foundation	Critical Care Nurse Scholarship	\$ 11,480.00
21ANMF013	ANMF Nepal	Tele-consultation for home isolation patients ex	\$ 2,074.00
21NIRI001	Disease and Health Study	Nexus Institute of Research & Innovation	\$ 10,000.00
			\$ (25,134.00)
Total Funds available			\$ 136,984.73
Less: Restricted for Covid relief			\$ 37,415.01
Unrestricted Funds available			\$ 99,569.72

Updates on Oxygen Plant

Timeline of the oxygen plants sent by president Bhupesh Khadka to board members is attached in Appendix A.

Transportation likely has to be through the sea route and board members are on board with this approach. Currently, quotes are being taken from Medioxo and FFI but no decision has been made yet. Our fund allocated for transport might cover most of it.

Committee Updates

A. Mentorship Committee (MC)

Here are some of the updates from the last meeting as per chair Swikrity Baskota:

1. MC succeeded in reviewing 25 personal statements (PS) for ERAS applications for match 2022. MC intends to do more this year by hoping to speak for a few minutes at the upcoming ANMF annual meeting and invite interested candidates willing to mentor for reviewing PS.
2. MC plan to continue doing webinars: first webinar is in regards to fellowship application in different subspecialties of Internal medicine in the U.S
3. MC is also working on getting feedback from the applicants of Match22 regarding the P.S review process. We hope to incorporate the feedback into the new season.

B. Collaboration Committee

Update from Co Chair Dr Navin Kaini

Started ANMF critical care forum-

With our initiative from the US and Dr Subhash Acharya from Nepal, and logistic support from ANMF USA and Nepal, this forum has been created by critical care doctors working in the USA and Nepal.

We plan to do regular academic activity for knowledge exchange amongst us. We plan to conduct regular online CMEs or case presentations. We are actively involving residents, registrars in the programs from Nepal and abroad.

Please feel free to add Critical Care Doctors working in the USA and Nepal. We have so far conducted 2 sessions- one from Dr Raju Century- Sepsis, Septic Shock and Surviving Sepsis Guidelines; and the second one from Dr Diptesh Aryal regarding Sepsis from the lens of low and middle income country physicians.

Both sessions were very well received and had significant participation from Nepalese critical care community. This has given us an opportunity for knowledge sharing as well as networking and understanding the status of critical care in Nepal.

We hope that this will be an example and motivate physicians from other subspecialties to undertake similar collaboration.

C. EDRC Committee

Dr. Narayan Dharel has stepped down and Dr. Bipin Thapa has taken up the new role as the co-chair of the EDRC committee. We had a webinar on COVID in January that was well received.

Simulation Lab Update

Total amount the board approved was 14,500 USD. Awaiting confirmation of the receipt of funds from NIC. Bir/NAMS worked on physical infrastructure for the Sim lab. Recently Bir/NAMS submitted another request amounting close to USD 400,000. Talks have been ongoing to focus on absolutely necessary items so that the Sim Lab can start its function. Bir hospital has already invested more than 100,000 USD on this project.

1	List of Equipment for Sim Lab Bir (estimated Budgeting)				
2					
3	Category of Equipment	Revised Price	Bir Admin	Donors	Remarks
4	Category I (Simulation Equipment)	22468840.90	0.00	22468840.90	
5	Category II (Hospital Equipment)	9243057.00	7652130.00	1590927.00	
6	Category IIIa (AV Electronics for simulation)	8595257.99	0.00	8595257.99	
7	Category IIIb (AV Electronic for class rooms)	1141300.00	0.00	1141300.00	
8	Category IV (Interior/Office Equipment/Furniture)	2557416.00	0.00	2557416.00	
9	Category Va (Partition, civil, electrical)	6722784.51	6722784.51	0.00	
10	Category Vb (gas piping, flooring)	0.00	0.00	0.00	
11	Total NRs	50728656.40	14374914.51	36353741.89	
12					
13	Deficit budget	three crore sixty three lakhs fifty three thousand seven hundred forty one NRS			
14					

At this point we need another proposal from Nepal. Manikin and AV room costs are the major estimated expenditures. There is willingness to get support from the UK. Obviously, the fund we have is not enough to cover the sum that we are asked for. Santosh will ask Gradian if there are items in the list that Gradian can contribute. Based on the memo back in July, NIC is still supposed to receive 2761 USD. Santosh will follow up with NIC if that fund is still needed or it can be reallocated to Sim lab. Bhupesh will touch base with Bir hospital lead person for Sim Lab to identify the most crucial items so that ANMF can prioritize its contribution. According to Santosh SANN might be able to contribute some (6000 USD ballpark). We might also need to take a phased approach to meet the need.

Strong point was raised by members to ensure availability of this Sim lab for all healthcare professionals associated with all institutions and access not be confined only to Bir/NAMS. This can also be utilized for annual meeting fundraisers.

Projects for Closure

1. 21ANMF002 COVID-19 Communication Team in HEOC (Dixa) completed. Motion made, seconded and approved to close this project unanimously.
2. 21ANMF010 is an extension which was completed in 10/2021. Motion made , seconded and approved to close this project unanimously.
3. 21ANMF004 Tele-consultation for Home Isolation Covid Patients was the initial proposal (Bikash n Dixa). First extension 21ANMF011, completed in 10/021. Final report received. Motion made, seconded and approved to close this project unanimously.
4. 21ANMF013 Tele-Consultation for Home Isolation Patients (Extension)_Bikash and Dixa will continue to be the manager., SWC approval received last week. This extension was for 11/21-1/022. ***Need to get an MOU, report and close it at the next Board Meeting.***

Outstanding Projects

1. 21NCCDF002 Scholarships awards critical care nursing training (NCCDF): NCCDF have completed the project. They are waiting for the renewal and SWC approval. The completion report will be sent as soon as the SWC project approval arrives. *US Manager Jivan & Shraddha.*
2. 21MAIT001 "Ensuring health and well-being for the beneficiaries of Maiti Nepal" (Maiti Nepal): Bikrant tried to get in contact with Bishow Ram Khadka but couldn't seem to get hold of him on the phone. They have sent a generic email that the project is ongoing. Details of the project report need to be followed up. *US Manager Julia*
3. 21MMDC002 Oxygen plant (Pharping): Bikrant got in contact with Shyam KC board member of the Hospital and he said that they have been in the SWC process for months. It needs follow up. *US Manager-Narayan N-need SWC approval n MOU.*
4. 21NIRI001 (*US Manager* Dinesh S) needs MOU after SWC approval.

New Projects

1. Acute Burn Care 21PHCT002. Proposed date: December 25, 2021. Grant amount: \$35,000 grant. USA Project Manager: Jivan Lamichhane. PC Recommendation: approve for \$35,000. **Board recommendation- Approve (Unanimous)**
2. Community Covid Training 22HAPS002. Proposed date: 4 th February 2022 Grant amount: \$ 10,000 grant. USA Project Manager: Bikash Bhattarai. PC recommendation: Approve for \$10,000. **Board recommendation- Approve (Unanimous)**

3. Community Omicron Training 22HAPS001. Proposed date: January 19, 2022 Grant amount: \$ 10,000 grant. Information: This is the same proposal as the one mentioned above. PC recommendation: DENY in favor of supporting instead the subsequent 22HAPS002 proposal. **Board recommendation- Deny (Unanimous).**
4. 21BSN001 Biomedical Equipment Maintenance- Grant amount: \$29,365. Proposed date: 2nd December 2021 . USA Project Manager: Narayan Neupane. PC Recommendation: Deny. **Board recommendation- Deny (Unanimous).**

Project yet to be reviewed by PC.

22IRHD001 Medical Equipment and Supplies for COVID 19

22FSB001 Provide Quality Care to the Poor

New policy formalized by board

1. **If a Fund Assurance letter is issued to an organization for its approved project but the organization fails to obtain SWC approval within a year, then the fund assurance letter will be void and the organization will be asked to resubmit its application.** Motion was made , seconded and approved by the board unanimously. This policy has to be updated at the ANMF project submission portal. **Action owner:** Sandesh Pandit

Policy needing revisions

1. ANMF needs to revise the policy regarding projects that asks to fund the salary of the personnel involved in the project. Recently few projects have been approved when the nature of the project was to hire human resources to provide care like in isolation centers (Sano paila n Radha Swami), telephone consultation centers (NMA, HEOC) being a few examples. Policy will be reviewed and will be brought to discussion again at the next Board meeting. **Action owner:** Sandesh Pandit

Planning AGM 5/21/22

Will be held virtually on the above date. Leadership/Board members/ Committee assignments will be reshuffled. We need to work on attracting young talents to the board and leadership. Members will meet in the coming days to plan the AGM. VP, Binod Khadka envisioned programs like SWOT analysis, presentations from Nepal team, US team, strategy analysis about moving forward and cultural program to end with. There will be a transition in the leadership as well. The final board meeting for this body will be on 5/15/22.

Past- president Santosh Sapkota's plan to contribute ANMF/USA from Nepal

Santosh Sapkota is moving back to Nepal for good. He has shown willingness to apply for the paid Executive Director role if ANMF US decides to hire one. If he is hired by ANMF US, he envisions to play a complementary role with ANMF Nepal as a liaison/employee of ANMF US to facilitate the oversight of projects and work to explore avenues to make the project more sustainable; update website/social media etc.

Extended committee will meet on 3/20/21 to discuss this agenda.

Next board meeting - 5/15/2022 Sunday

Meeting Adjourned in 3:30 hours.

Appendix A- Oxygen plants timeline

Below is the timeline of events which details the developments that took several months. This timeline is being furnished by MRN to ANMF

1. Covid 19 Crisis Management Center (CCMC) formally decided to help with the air cargo of oxygen plants on 6/16/21.
2. MRN along with another consortium member organization from Nepal identified an air cargo company named Flash Freight Logistics (FF or FFL) for the air transport. On 6/24/21, FFL quoted \$275K for this transportation and circulated to ANMF via MRN in early July, 2021.
2. There was a change in government on 7/13/2021. With the new government, the air cargo talks had to be started from the beginning.
3. Ministry of Finance (MOF) on 8/11/21 finally agreed to fund the air cargo and requested to use the budget of the Ministry of Health and Population (MOHP)
4. MOHP formally agreed to ask for funds from the cabinet on 8/16/21
5. MOHP put it on the cabinet's agenda on 8/17/21
6. Government of Nepal (GON) Cabinet meeting on 8/19/21 formally approved the funds of upto \$275K and directed Nepal Airline Corporation (NAC) to start its procurement process. NAC then issued a public bid for air cargo on 9/20/2021 giving the bidding time of 30 days.
7. Flash Freight Logistics (FF or FFL) submitted its first tender, which failed because the \$275k was allocated by the Nepal government for this purpose, but Flash freight submitted a much higher quote (\$335K). FFL claims that a higher bid was made due to increased price.
8. On 11/11/21 MOU was done between MRN and FFL (witnessed by one participating consortium member) to cover for the costs in excess of the amount that NAC/GON had planned for.
9. Tender was reissued by NAC on 11/20/2021 with redefined or relaxed clauses. Flash Freight bid this time at \$272K and it was accepted by NAC.
10. Letter of intent was issued by NAC to FFL on 12/8/21 regarding the bid was awarded to FFL
11. FFL and NAC did the contract on 12/15/21
12. on 12/21/21 A side agreement was signed by MRN and FFL indicating the actual amount to be paid by each consortium member organization for their share of oxygen plants to be transported (that was \$8500 per plant and it included door

to door costs of transportation)

13. FFL gave few dates for potential pickups. 1/16/22 was thought to be the most feasible date for pickup. This was communicated by FFL on 12/27/21.

14. On 1/2/22, FFL advised MRN and NAC that if they didn't receive the payment from NAC by Jan 5th, the flight on 1/16/22 could not be met.

15. ANMF paid its share of transportation costs to FFL on 1/3/22 in the amount of \$25.5K (Nrs 3136500)

16. The process to release payment to NAC by MOHP did not complete by Jan 5th. As a result, Flash Freight canceled the air cargo planned for 1/16/22

17. MRN followed up with the Ministry of Finance (MOF) and MOHP to release the payment to NAC. After a few weeks of follow-up, the fund was finally deposited into NAC's account in early Feb, 2022 which was then transferred over to FF's account on Feb 7th. FFL says it did not receive the fund but on 2/10/22 had received reassurance from NAC that it was in a position to release the payment.

18. On 2/13/22 FFL advised MRN that immediate flight schedule would not be possible due to flight situation (?) and increase in price

19. FFL claims that it could not confirm any flight at that price. On 2/20/22 they offered NAC an option to fly it to Kolkata on 2/28/22 and bring it to Nepal via road on 3/12/22. This was rejected by NAC on 2/23/22

20. On 2/24/22, FFL communicated that they have found a charter flight for \$395K but have not confirmed. FFL recommended that transportation via sea route be considered and gave a quote of \$25K to get all the cargo to Nepal in 60 days. FFL has refunded all the funds that consortium members had deposited to their account for air cargo including ANMF's amount paid on 1/3/22.