

ANMF/ASNEngr/CAN-USA Joint Initiative on Earthquake Preparedness and Disaster Relief in Nepal

Committee Meeting (Teleconference)

Date :Sunday, February 27, 2011

Time: 8:00 PM –10:00 PM (East Coast USA time)

Dial in phone: 1-213-342-3000 (Los Angeles, CA)/ **Participant Access Code**: 278699

Meeting Minutes

I. Call to order

Dr. Ramesh Malla called to order the teleconference meeting of the members from the three lead professional organizations, American Society of Nepalese Engineers (ASNEngr), America Nepal Medical Foundation (ANMF), and Computer Association of Nepal-USA (CAN-USA) and guests supporting organizations at 8:00 PM EST on February 27, 2011 .

II. Roll call

A roll call was requested by the facilitator. The following persons were present at the meeting:

1. Ramesh B. Malla, Ph.D. (RBM), President ASNEngr
2. Sunil Sharma, MD (SS), President, ANMF
3. Nabin Khanal (NK), President, CAN-USA
4. Mark Hauswald MD (MH), ANMF
5. David Wachter MD (DW), ANMF
6. Bineet Sharma (BKS), Founding President, CAN-USA
7. Rajendra Shrestha, Ph.D. (RS), Vice President, ASNEngr
8. Kanhainya Kayastha (KK), Vice Chair Technical Chair, ASNEngr
9. Pradeep Khanal (PK), General Secretary, CAN-USA, Jt Secretary, ASNEngr
10. Prabuddhda Dahal (PD), Vice President, CAN-USA
11. Nisha Thapa (NT), President, Saheyata.org, Board Member CAN-USA
12. Suresh Ojha (SPO), Disaster Preparedness Chair, CAN-USA
13. Gaury Adhikary MD (GA), ANMF
14. Jagannath Ghimire (JG), ASNEngr
15. Bishnu Phuyal (BP), NRN-NCC
16. Upendra Karna PhD (UK), ASNEngr
17. Ram Chandra Kadel (RCK), Canada

- III. The meeting agenda was reviewed (appended below) . A new item “Approval of Meeting Minutes of May 23, 2010” (last full committee meeting) was added. The meeting minutes was reviewed, discussed and was unanimously approved.

IV. **Review of the Collaborative document dated March 31, 2010 - “ANMF/ASNEng/CAN-USA Joint Initiative to Prepare a Position Paper on Earthquake Preparedness and Disaster Relief for Nepal” .**

The document was initially forwarded via e-mail to all committee members and guests invited to the meeting. RBM summarized the highlights of the documents. The priority action item is to publish a position/Concept/Strategy paper that will be deal with various aspects of the earthquake preparedness and disaster relief in Nepal before, during and after the potential earthquake event .

V. **Highlights of Important past and in progress/upcoming activities:**

RBM presented the following update on the activities. Since launching the joint initiative on March 31, 2011, the 3 lead organizations have been accomplished several important activities on this subject matter of Earthquake Preparedness and Disaster Relief in Nepal . Some of them include:

-- Joint Panel Session at the 4th Regional NRN Conference, Houston, TX; May 28-30, 2010 (Lead organizer: ASNEng with panelists/presenters from ANMF, ASNEng, and CAN-USA).

-- Joint Panel session at the 2010 ASNEng/CAN-USA Annual Convention at the ANA Convention, Boston, MA; July 02-04, 2010.

--Joint Session at the 2010 ANMA-NASeA Convention, Lexington, KY, Sept 05, 2010 (Lead organizer: ASNEng with presenters from ANMF, ASNEng, CAN-USA) --Two articles on the subject matter written, one by K. Kayastha and R. Malla, and another by R. Shrestha. Were published in Souvenir, Proceedings of the NRN 4th Regional Conference, May 2010 and on NepalNews.Com in June.

SPO mentioned that DC had an article published in January Edition of CAN-USA Newsletter, re; Haiti experience.

--Meetings and connection in Nepal

RBM said, in his last visit to Nepal in December, he had met a few key personnel in Nepal Academy of Science and Technology, Dean of Institute of Engineering, and State Minister of Science and Technologoy.. They were very enthusiastic re: the need of upgrading the current Nepal Building Code.

BKS mentioned that NT had conducted meeting in Kathmandu for CAN-USA (re; disaster preparedness); 24 participants had attended including NSET.

BKS also met NSET last time in Kathmandu.

VI. **Joint Committee Structure - Control/Steering Group formation/Review Committee list**

For efficient and effective performance of various activities of the joint initiative, the attendees approved of formation a smaller Steering Committee. The Steering Committee shall about four members from each of the 3 lead professional organizations and they will also nominate two individuals or partners each from Nepal. NSET from Nepal will be part of this committee without a need to be associated with any organization.

In addition to the joint Steering Committee, each of the 3 lead organizations (ASNEgr, ANMF and CAN-USA) will have individual subcommittee to work specifically on matter related to this joint initiative.

VII. Breakdown of Responsibilities among ANMF, ASNEgr, CAN-USA and other organizations

Each organization will work on their respective specialty (ANMF in medical, ASNEgr in engineering/structures and CAN-USA in communications) even though the members and specialty of individual members of each organization transcends this division

VIII. Communication Mechanism---Establish a mechanism of effective communication among various sub-committees within ANMF, ASNEgr, CAN-USA and outside organizations.

BKS suggested CAN-USA will be looking into getting a project management tool to help in this regard.

IX. General Discussion

- Goal & Mission
- Major Action Items & Mile Stones - Immediate, near future and long term strategies
- By who & When
- Resources Needed
- Immediate, near future and long term strategies
- Mobilizing Nepali diaspora etc.....

Discussion evolved and spanned on how to bring in stakeholders together in Nepal and know what is being already done by different NGO, INGO, Government agencies and research institutes. It was generally agreed that we have to do our own digging to gather literatures.

There was also discussion about USAID's KTM office and who would contact them. SPO commented that he had sent CAN-USA's questions for USAID to the broad group. There was no consensus on who would contact USAID.

RBM emphasized that the principle focus at this point must be the position/concept.strategy paper and that a deadline should be set to submit the table of contents (TOC). However, no specific date was set to submit the TOC.

All lead organizations agreed to work seriously to come up with a comprehensive TOC by next full joint committee meeting.

DW requested SPO to provide info on Nepal Risk Reduction Program (NRRC) and DW would contact USAID to receive information.

SPO stated that Mobile Communication Service need to be provided.

SS stated that coordination is needed in Nepal. DW and MH mentioned that ANMF will be bringing disaster emergency medical group to Nepal sometime this year

DW and MH stated that mobilization needs to be done within 48 hours. Their experience in Haiti was that, after the disaster, many from different parts of the world would pour to the site, e.g, in Haiti, Europeans were already there before the US team arrived.

X. Joint Conferences - In U.S. and in Nepal

Decision was made to participate in NRN Conference in Nepal, being held in October 2011, and jointly present the paper on DP.

XI. Supporting Organizations and outreach

BP (ASNEng), who also represents NRNA - NCC, will provide the necessary inputs to NRNA-NCC and will also disseminate information in Nepal. Executive Director, Mr. Amod Dizit of National Society for Earthquake Technology (NSET) in Nepal has given full support to this joint initiative and willing to work with the team closely.

XII. Funding and Resources

Several potential governmental (US and international, including UN), non-governmental , private , and not-profit sources for financial funding and other resources to help the Joint initiative and to help Nepal in the event of earthquake event was discussed. Several members of the committee will continue to identify specific sources for funding.

XIII. Format/Outline of Strategy document/Position paper

Brief discussion on format and contents of the Position paper was discussed. The Steering Committee once it is formed is to look into details of this publication.

XIV. **Old Business :** There was not old business.

XV. **New business:** There was not new business

XVI. Summary & Wrap-up

RBM presented a brief summary of the meeting and action items (as noted above at several locations.)

XVII. **Next meeting:**--Next meeting of the full committee and guests of the Joint Initiative is tentatively decided to be held on Sunday, May 29, 2011 (8PM-9PM, Eastern Time, USA

XVIII. Meeting adjournment

Dr. Ramesh B. Malla thanked everyone for attending the meeting and supporting the Joint ANMF/ASNEng/CAN-USA Initiative on Earthquake Preparedness and Disaster Relief in Nepal and adjourned the meeting.

Minutes drafted by:

Bineet Sharma

May 25, 2011

Revised by:

Suresh Ojha, Kanhaiya Kayastha, and Ramesh Malla

May 29, 2011

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AGENDA

(Feb. 23, 2011)

1. Meeting Call to Order (Ramesh B. Malla, Ph.D.)
2. Introduction - Attendees- Self
3. Review and modification of the Agenda
4. Review of the Collaborative document dated March 31, 2010 - “ANMF/ASNEngr/CAN-USA Joint Initiative to Prepare a Position Paper on Earthquake Preparedness and Disaster Relief for Nepal”
5. Highlights of Important past and in progress/upcoming activities
 - Joint Panel Session at the 4th Regional NRN Conference, Houston, TX; May 28-30, 2010
 - Joint Panel session at the 2010 ANA Convention, Boston, MA; July 02-04, 2010.
 - Joint Session at the 2010 ANMA-NASeA Convention, Lexington, KY, Sept 05, 2010
 - Articles written and published
 - Meetings and connection in Nepal
6. Joint Committee Structure - Control/Steering Group formation/Review Committee list
7. Breakdown of Responsibilities among ANMF, ASNEngr, CAN-USA and other organizations
8. Communication Mechanism---Establish a mechanism of effective communication among various sub-committees within ANMF, ASNEngr, CAN-USA and outside organizations.
9. Open discussion
 - Goal & Mission
 - Major Action Items & Mile Stones - Immediate, near future and long term strategies
 - By who & When
 - Resources Needed
 - Immediate, near future and long term strategies
 - Mobilizing Nepali diaspora
 - etc.....
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10. Joint Conferences - In U.S. and in Nepal
11. Supporting Organizations and outreach
12. Funding and Resources
13. Format/Outline of Strategy document/Position paper
14. Old Business
15. New business
16. Summary & Wrap-up
17. Next meeting:-- Sunday, May 29, 2011 (8PM-9PM, Eastern Time, USA) -- Tentative
18. Meeting adjournment