



Executive Committee Meeting
Minutes of meeting held on 9th December 2013

Present:	Heather Dipple (Chair)	Mike Silverman	Peter Houtman
	Daniel Rogers	Geoff Woodruff	Mark Woodland
	Tim Smith	Rebecca Crook	Hilary Daintith
	Jane Aires	Nichole Bruce (Secretary)	Peter Aires

1.	<p>Apologies were received from: Mark Goodwin, Carol Greenway, Sandra Kemp, Elaine Carter, Emmilie Aveling, Ian Cross, Christine Iliffe, Tony Sims, Steve Hardy, Barrie Rathbone, Doug Tincello</p>	
2.	<p>Welcome Worku Negash from Gondar University was welcomed to the meeting. Worku is in Leicester until the end of February completing his PhD Thesis and preparing for his viva.</p>	
3.	<p>Minutes of the last Meeting on 18th September 2013 were agreed to be a true record.</p>	
4.	<p>Project Reports</p> <p><u>a. Mental Health</u> Heather reported that the Mental Health Group had just undertaken a visit to Gondar. Whilst there the new psychiatric ward was opened and it was hoped that this facility would see its first patients in January. They also undertook some further BSc Mental Health Nurse teaching and follow up work on the CBR project. The group have decided to continue to support the ward and were anticipating sending smaller teams for 4 visits next year.</p> <p><u>b. Collaborative Teaching Project (CTP)</u> Daniel reported to the group that the website is now ready and available with the official launch being on Wednesday 11th December at the Royal College meeting being held in Oadby - with the press release from the University going out today. Daniel reported that there was already material on the site which was ready to use with an introductory podcast explaining about the website and how individuals contribute.</p> <p>Anyone else who has lectures/teaching notes - these can all be put on. It is hoped to get contributions from the midwifery team as well as mental health, but any group can utilise this collaborative resource.</p> <p>Daniel also mentioned that there were twitter and Facebook feeds and individuals were asked to follow these - to get the word out to others.</p> <p>Barrie is planning a visit to Gondar next year to promote the website there too.</p> <p><u>c. Clinical Nursing</u> Mike reported that most efforts with this programme now are involved with ensuring that the programme is handed over and that it continues.</p>	ALL TO NOTE

The grant period for this project ends on 31st December with the final report being submitted by the end of March. Mike reported that there would probably be one further evaluation visit. Mike reported that the Nursing Department had been very difficult to deal with, but during Mike's visit he had had meetings with both the College Dean and University President who are both on board. It is hoped that now the Dean, Dr Sisay is fully involved, this will ensure the handover happens.

Mike also mentioned that almost all of the 1st set of graduates to this MSc programme were now being utilised in effective employment.

d. Kola Diba Health Centre

The reason for the recent visit was to promote the motorbike ambulance, provide some training for HEW, Midwives and TBA and to observe some maternity care in the hospital. The group had a 2 day training programme with some of the HEW's in the area - it is hoped this training will cascade out to others in the area.

There was disappointment in that the motorbike ambulance is still not being used for the benefit of patients, as there still seems to be much red tape regarding - getting a driver/a licence and many other obstacles. Becky explained that Christine had been approached by another health centre in the area who are interested in fully utilising the motorbike ambulance. Christine had therefore given Koladiba 3 months to sort out the problems else the Motorbike Ambulance would be moved on to the other health centre.

Becky also reported that they had trained half of the midwives and all that had attended the very hands on visual training all pleaded for this to be an annual occurrence. The midwives have been encouraged to buddy up to take responsibility for update training as it is not possible to train all of the midwives at once.

Becky also informed the meeting that Ian Cross had joined their group on the visit to look at mental health in the community.

e. Ophthalmology

Geoff reported that Teshager, an Ophthalmic resident in Gondar Hospital, had visited for a month and had reported his visit to be a success, saying that he got a lot out of his visit.

Geoff also reported that with Prof Clare Gilbert and a paediatric ophthalmologist from Gondar Dr Mulusew, they had applied for a British Council Mentorship grant. There were 2 possible projects - 1. Study of child blindness in Northern Ethiopia - which is preferred and supported by Prof Gilbert but Geoff believes is very ambitious. Mike suggested the Gondar DABAT population laboratory could help with this. 2. Studying the causes of blindness at the Gondar blind school, identifying children who could benefit from treatment, which is favoured by Geoff.

Geoff mentioned that they will prospectively start collecting data for the grant and hope to hear soon of the outcome. He also mentioned that they needed a database to generate forms and cope with the data. Nichole offered to put together an Access database and just needed Geoff to email her with the requirements.

f. SSC Project

Jane and Pete explained that this was a project which looked to improve capacity through Gondar's ORs. There had been a team who visited Leicester and then Jane and Pete accompanied them back to Gondar to try to put into context what they had seen in Leicester.

SEE ATTACHED
PRELIMINARY
REPORT

GW

	<p>Some of the action points were - providing an emergency service with possibly a separate theatre, patient flow as well as putting together a theatre's management group.</p> <p>Bezu who was a theatre nurse and who visited Leicester was very enthusiastic and developed a 10 point action plan.</p> <p>After 1 year of emails of trying it proved tough to get replies to emails. It seems that there is no clear reporting system or structure.</p> <p>It now seems that Bezu is being moved on along with the other nurses in the OR to "prevent burn out"!</p> <p>Mike reported that this as a common occurrence and that there was no reward at all for specialist skills, training or knowledge.</p> <p>Pete and Jane reported that they were planning to visit in May - if this was now worthwhile.</p> <p>An emergency meeting to discuss, as it is affecting other projects is planned for 10 February, when Sandra Kemp is in Leicester as this is seriously affecting the APPS Project.</p>	
5.	<p>Fundraising</p> <p>The group were reminded of the concert which was to be held at Barrow Baptist Church on the 10th December.</p> <p>Mark Woodland agreed to email Nichole with the contact details of other Rotary Groups were individuals could give talks on their projects/programmes</p>	<p>All Encouraged to Attend</p> <p>MW</p>
6.	<p>Finance</p> <p>Project Accounts had been sent around to project leads with overviews sent to all. These updates would continue to be sent out just after statements are received, to keep project leads up to date.</p> <p>Administration - The group agreed to continue to support the extra hours of the administrators both in Leicester and Gondar. It was decided that all projects should contribute 15% to administration. It was agreed to make a commitment from May 2014 when the original agreement ends to May 2015. It was decided to keep reviewing this.</p>	
7.	<p>Forthcoming Visits</p> <p><u>To Gondar</u></p> <p>Emmilie Aveling - Research Project -21 December - February</p> <p>Barrie Rathbone - TBC</p> <p>Mental Health Group - TBC</p> <p><u>To Leicester</u></p> <p>Worku Negash - PhD programme - Dec for 3 months</p> <p>Baye Gelaw - PhD Programme - 31 Dec - 30 January</p> <p>Kassahun Tegene - PhD programme - TBC</p>	

<p>8.</p>	<p>Any Other Business <u>4th July 2014 - Gondar University Diamond Jubilee</u> It was reported that Gondar University were having a large celebration and 4 people from the Link had been invited to attend. Heather suggested that we have a celebration and fundraiser here - everyone was invited to bring ideas of what we could do for this to the next meeting.</p> <p><u>Equipment - for New Hospital</u> Mike reported that Desalegn had said during this recent visit that there was a shortage of equipment for the new hospital and that they had launched an "adopt a ward/area" scheme. Individuals agreed that if possible we could possibly support the Children's ward as there was already ongoing fundraising for this. Mike agreed to contact Desalegn about this.</p> <p><u>Communication Strategy</u> The effectiveness of communications was discussed - with the feel that very often individuals in Gondar do not respond to emails and the high chance of email message being misunderstood makes this not as effective as face to face communication. Mike mentioned the Nursing MSc and the use of regular SKYPE meetings to ensure that projects were kept on track and that problems are dealt with as soon as they arrive. It was decided that regular SKYPE meetings should be built into every project plan. It was also decided to look at what other communications are used in Gondar and report back.</p>	<p>ALL TO NOTE</p> <p>MS</p> <p>ALL TO NOTE</p>
<p>9.</p>	<p>Date of Next Meeting <u>Monday 10th February - 5.30pm, RKCSB Seminar room 1/2, LRI.</u> Curry at the Curry House afterwards - please let Nichole know if you would like to attend</p>	<p>ALL TO NOTE</p>