

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

Committee Meeting (Teleconference)

Date : Sunday, May 29, 2011

Time: 9:00 PM –10:30 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 B. Malla, President, ASNEng, called to order the teleconference meeting of the Joint Earthquake initiative Committee members from the three lead professional organizations- American Society of Nepalese Engineers (ASNEng), America Nepal Medical Foundation (ANMF), and Computer Association of Nepal-USA (CAN-USA), representatives from the supporting organizations and individual invited guests from the U.S. and Nepal at 9:00 PM EST on May 29, 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 ASNEng
2. Sunil Sharma, MD (SS), President, ANMF
3. Nabin Khanal (NK), President, CAN-USA
4. Rajendra Shrestha, Ph.D. (RS), Vice President, ASNEng
5. Kanhaiya Kayastha (KK), Vice Chair, Technical Chair, ASNEng
6. Prabuddhda Dahal (PD), Vice President, CAN-USA
7. Suresh Ojha (SPO), Disaster Preparedness Chair, CAN-USA
8. Gaury Adhikary MD (GA), ANMF
9. Bishnu Phuyal (BP), NRN-NCC
10. Upendra Karna PhD (UK), ASNEng
11. Amod Dixit (AD), Nepal
12. Prabhas Pokharel (PP), Nepal

Absent with regret (by notification): Bineet Sharma, Nisha Thapa

- #### III. **Approval of Feb 27 meeting:** The meeting minutes was reviewed, discussed and was unanimously approved, after making a correction under Agenda item 11 (Changed name from Amod Dizit to Amod Dixit). Voting was collected by saying “Y.”

IV. Agenda for the meeting was reviewed and agreed into the meeting agenda without making any modifications.

V. **Joint Committee Structure** – RBM informed that there are 3 committees within this Joint Earthquake initiative: Full Committee (and Invited guests), Control/Steering Committee, and subcommittees within each 3 lead organizations, ASNENgr, ANMF and CAN-USA.

a. **Full Member Committee:** This will include all members of the subcommittee within each of the 3 lead organizations, representatives from the supporting organization from the U.S. and Nepal and invited guests invited to attend the telephone conference meeting.. Currently, there are about 70 individuals in the mailing list for this committee.

b. **Steering /Control Committee:** The membership in this committee is limited to about 6 members from each of the 3 lead organizations (ANMF/ASNENgr/CAN-USA) including 2 individuals from Nepal invited by each of these 3 organization. Currently, there are about 20 members in this committee.

c. **Subcommittees:** Each of the 3 lead organizations (ASNENgr, ANMF, and CAN-USA) has its own subcommittee dedicated to the Earthquake preparedness in Nepal and to work on the Position/Strategy paper. The individual subcommittee each as around 10 members from each organization.

d. **Representation from Nepal:**

Currently, following individuals from Nepal are serving on the Steering Committee:

- i. Mr. Amod Mani Dixit (NSET), and Dr. Jishnu Subedi (IOE) from ASNENgr
- ii. Dr. Pradeep Vaidya (IOM) and Dr. Saroj Dhital (HOPE) from ANMF
- iii. CAN USA is still trying to find its Nepali counterparts. SPO mentioned that it should be done in a few days.

It was also discussed that we should continue our outreach to bring more (organizations and individuals from Nepal into our joint initiative.

RBM mentioned that Prof. Timila Yami Thapa, Assistant Dean of Institute of Engineering, Pulchowk Campus has communicated with him indicating the IOE and the Kathmandu Municipality are willing to work with our joint Earthquake initiative. RBM and Prof. Timila Yami Thapa will have further discussion on this.

Mr. Prabhas Pokharel of Open Technology Resource Center (OTRC) indicated that his organization will be willing to support the initiative and he will be serve as the representative.

VI. **Sub-committee Reports:**

The following updates were reported:

ASNEng update:

- Currently, it has 10 members
- Developing write up for the Position/Concept paper, based on the table of contents (TOC)
- Trying to contain the text within the 10 page limit allocated for each, ASNEng/ANMF/CAN-USA
- On target to prepare the first draft by the June 30th deadline.
- Planning to send TOC to CAN-USA and ANMF in order to get their feedbacks.
- Also, sending a copy of TOC to Amod Ji (NSET) for his review and feedback.

ANMF update:

- Working on the outline
- Gathering fact finding and making some progress
- Meeting with USAID and Amod ji
- Has posted doc and wondering to know whether people has access to Google doc?

CAN-USA update:

- Having challenges to get correct infrastructure information from Nepal
- Now getting some info from US-AID
- Have created outline of paper, getting some information from Kathmandu.
- There has not been a round table among key stake holder in Nepal. Kiran Gautam is visiting Nepal and trying to set up a round table in KTM in order to get an idea of creating a command paper. Expected to happen in late June.
- Involving into WikiPage. Should we involve or not?
 - This idea is really good. -Need to follow up with ANMF and ASNEng to do some R&D such as pros & cons etc. Also, what is the legal ramification if there is any incorrect information posted? Who will be accountable for it? -What is the time commitment and resources required to maintain this, how about cost? -What are action item for us? What we have to do in order to start this? -Carnegie Mellon University is willing to provide their research student to work into this. -Suresh is going to set up another call with ANMF and ASNEng to talk more about this. - Set up a committee to discuss this with Carnegie Mellon University. -There will be two members at max from each organization. -Send those names to Suresh at earliest.

VII. Status Report for Position/Concept paper

The following updates were presented:

- a. A comprehensive draft Table of contents (TOC) for the position paper has been created . Thanks to RBM, KK and others.
- b. RBM indicated that we should circulate 1st draft of the position paper by June 30th.

- c. The second draft of the concept paper is to be prepared by September 15.
- d. **Kanhaiya Kayastha** requested CAN-USA and ANMF to send “Introduction and other information”. ASNEng has already prepared the Introduction and other sections.
- e. KK requested Amod DixitD (NSET) to review and provide feedback on the TOC with sub-items. He also requested to have Surya Narayan Jyu submit the NSET information items for the position paper draft .

VIII. Communication /Interaction with relevant institutions/organizations in Nepal

The following updates and items were presented and/or discussed:

- a. NSET is now on-board. Also, the Institute of Engineering, Pulchowk Campus is on-board.
- b. CAN-USA is in touch with USAID.
- c. Connecting with Nepal Academy of Science and Technology as well as other organizations in Nepal.
- d. Probably we could connect with Nepal Health Research Council
- e. Let’s request Amod ji to suggest few organizations to which we can connect
- f. Institute of Engineering (IOE) and the Kathmandu Municipality are looking forward to working with us
- g. Open Technology Resource Center (OTRC) is also willing to join the team.

IX. Supporting Organizations and outreach

RBM provided following updates

- a. Joined NRN teleconferencing on May 15, 2011. ASNEng represented all three organizations. Ramesh Malla from ASNEng made the presentation.
- b. It provided good visibility and showed the collaborating work going on among various organizations to the larger audience.
- c. There was quite an interest shown among the participants for the presented items.

X. Funding and Resources

Following items were discussed:

- a. We should come up with writing a joint grant proposal.
- b. What are accountability and liability for these three organizations, (ANMF/ASNEng/CAN-USA) if we partner with the organizations in Nepal, where they could not provide clear visibility for the financial situations that are going on currently?
- c. What is the legal challenge to the USA based non-profit organizations if the item # b happens. Due to this, it might jeopardize the non-profit status here in USA.
- d. Upendra Karna is taking an ownership to drive this issue. He is going to talk to the lawyer and will provide the status to the larger team soon.
- e. Suresh Ojha also stated since money is now available we should continue discussing this issue rather than wait till the implementation phase.

XI. Joint conference – In US and in Nepal

- a. ANMF has conference on June 4, 2011.
- b. All are invited to join the ASNEng/CAN-USA joint conference in July 09-10, 2011.
 - All members are requested to spread the news about the joint conference and let your

friends attend this.

- Amod Dixit (NSET) is interested to attend this joint conference and will be presenting a paper in disaster preparedness. .
- Dr. Jishnu Subedi (IOE) is interested in presenting a paper.
- Also, Sujana Thapa ji from Nepal Red Cross will be joining to present a paper on disaster preparedness.

c. Joint NASEA/ANMF convention in September 02-04, 2011 in Atlanta, GA Dr. Prakash B. Malla and Dr. Bishnu Phuyal will be attending. ASNEng is taking lead to organize a joint ANMF/ASNEng/CAN-USA session on Earthquake Preparedness and Disaster in Nepal.

d. Kanhaiya Kayastha mentioned about the ASNEng's effort that is ongoing to make presentation(s) at the NRN Global Conference in Kathmandu, Nepal during October 12-14, 2011 on our joint initiative on Earthquake Preparedness and Disaster Relief in Nepal. He also requested Amod Dixit to make a presentation on the topic. RBM indicated that Mr. Kanhaiya Kayastha, Dr. Ambika Adhikari, and Dr. Rajendra Shrestha will be attending the NRN Global Conference in Kathmandu in October 2011.

XII. Open discussion

SPO stated Command Center in US can communicate with Command Center in Nepal. Prabhas Pokharel from Nepal is working to coordinate with the Home Ministry of Nepal.

XIII. Old Business: There was not old business.

XIV. New business: By the way, Sunil Jyu mentioned that ANMF has created Google.doc. Ramesh Malla informed that the ASNEng web site (<http://www.ASNEng.org>) now has several of the meeting agenda and minutes on this Joint Earthquake initiative. There was no other new business.

XV. Next meeting:--Next meeting of the full committee and guests of the Joint Initiative is tentatively decided to be held on Sunday, August 28, 2011 (9PM-10:30PM, East Coast Time, USA)

XVI. 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:
Nabin Khanal

Updated and Revised by:
Kanhaiya Kayastha and Ramesh B. Malla
September 11, 2011

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AGENDA

(May 21, 2011/ Revised: May 28, 2011)

1. Meeting Call to Order (Ramesh B. Malla, Ph.D.)
2. Introduction - Attendees- Self
3. Approval of Feb 27, 2011 meeting minutes
4. Review and modification of the Agenda
5. Joint Committee Structure – Full Committee, Control/Steering Committee, and subcommittees
6. Steering Committee and ASNEng. ANMF and CAN-USA Subcommittee reports
7. Status report on Strategy/Concept/Position/ paper on Earthquake Preparedness in Nepal
8. Communication /Interaction with relevant institutions/organizations in Nepal
9. Supporting Organizations and outreach
10. Funding and Resources
11. Joint Conferences - In U.S. and in Nepal
 - a. ANMF conference –June 3 – 5, 2011 near Washington DC /Virginia area
 - b. Joint ASNEng/CAN-USA Annual Conference, Houston, TX; July 09-10, 2011 (Announcement and Call for Abstracts attached)
 - c. Session at the Joint NASEA/ANMA Convention, Atlanta, Sept. 02-05, 2011
 - d. Sessions at NRN Global Conference, Kathmandu, Nepal; Oct. 2011
12. Open discussion
 - Major Action Items - Immediate, near future and long term strategies
 - By who & When
 - Resources Needed
 - Immediate, near future and long term strategies
 - Mobilizing Nepali diaspora
 - etc.....
13. Old Business
14. New business
15. Next meeting: -- Sunday, August 28, 2011 (9PM-10:30PM, East Coast Time, USA) -- Tentative
16. Meeting adjournment