

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

Full Committee and Invited Guest Meeting (Teleconference)

Date : Sunday, March 11, 2012

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, ASNEngr) called the teleconference meeting of the Full Committee and invited guests of the ANMF/ASNEngr/CAN-USA Joint Initiative on Earthquake Preparedness and Disaster Relief in Nepal to order at 9:00 PM (EST, U.S.A. time) on March 11, 2012.

II. Roll call

A roll call was requested by the chair. The meeting was attended by members of the Joint Initiative Committee from the three lead professional organizations America Nepal Medical Foundation (ANMF), American Society of Nepalese Engineers (ASNEngr) and Computer Association of Nepal-USA (CAN-USA), representatives from the supporting organizations, and invited guests from the U.S. and Nepal. The following persons were present at the meeting:

1. Ramesh B. Malla, Ph.D. (RBM), President, ASNEngr
2. Bineet Sharma (BKS), Founding President CAN-USA
3. Sunil Sharma (SS), MD, President ANMF
4. Rajendra Shrestha, Ph.D. (RS), Vice President, ASNEngr
5. Jishnu Subedi, Ph.D. (JS), Institute of Engineering, Lalitpur, Nepal
6. Dr. Pradeep Vaidya (PV), Institute of Medicine, Kathmandu, Nepal
7. Jagannath Ghimire (JG), General Secretary, ASNEngr
8. Upendra Karna, D. Eng., P.E., ASNEngr
9. Kanhaiya Kayastha, S.E. (KK), Vice Chair, Technical Comm, ASNEngr

Absent by notice:

Mark Housewald, M.D. (ANMF), Dr. Gaury Adhikary, M.D. (ANMF), Nabin Khanal (President, CAN-USA), Sagar Onta, P.E. (ASNEngr)

III. Review and Modification of Agenda:

Agenda for the meeting was reviewed and agreed upon by all participants without any modification.

IV. Approval of December 11 meeting minutes: The MOM for the 11th December, 2011 was reviewed and approved unanimously (proposed by BKS and seconded by KK.).

V. Steering Committee report and update on Joint Committee structure:

RBM informed that:

There is no report on steering committee as the steering committee is mostly working on edits. He summarized the structure of the committees.

Full committee: There are 8-10 representatives from each of the three organizations, about 40 invited guests from Nepal and about 5 from Canada and Australia.

Steering Committee: There are 4-5 members from each three organizations, 6-7 guests from Nepal.

Subcommittee: This is one subcommittee in each of the three organizations to work on the earthquake preparedness issues and write up the position paper.

Editorial Team: An Editorial Team has been formed to review and edit the Joint Earthquake Preparedness position paper. The editorial committee consists of eleven members.

VI. ANMF, ASNEng and CAN-USA Subcommittee reports:

RBM indicated that the Steering Committee of the Joint Earthquake Preparedness Initiative met every month and had been working on preparing the position paper. They are currently focused on finalizing the DRAFT Earthquake Preparedness position paper. Each of the three organizations (ANMF, ASNEng, and CAN-USA) has subcommittees to work on this initiative and they have been meeting to provide information for the position paper, the details of which are provided in Item VII below.

KK stated that references is the only part left for ASNEng to complete the position paper. The consents from contributing authors to be included in the Position Paper have been received.

SS stated that editing and fine tuning of position paper is going on for ANMF. Currently, the pace is slow because the database of health professionals on NRN side for volunteer is being developed. They were also simultaneously working with CAN on hospital communication networks in Nepal.

BKS stated that CAN-USA was on target to finish the edits by next week. There are some challenges as BKS and Suesh Ojha both were sick for the past couple of weeks. As SS said, the Ham Radio project as part of the Hospital Network project in Nepal was going very well. Few equipment have been bought and donated by CAN-USA and will be carried to Nepal and installed by Rob Rowlands in the first week of April.

VII. **Strategy/Concept/Position/ paper on Earthquake Preparedness and Disaster Relief in Nepal -Status update**

RBM stated that there are 74 pages in the position paper.. The Editorial team will get the email next week. He requested the team to go through page by page and line by line and . address all the comments and finish the references by end of Saturday.

RBM indicated the following: (1) On the ASNEng side, lots of work (articles) had been cited, but we needed brief narrative about what each contains and fit in with the document, rather than just providing the list of articles, (2) . Various information and parts of the document should be stitched together nicely and the material needed to be presented in coherent and effective way, not just put one word or the list only.

We are missing (3) material for Objective and Abstract are missing in ANMF side, and (4) Abstract, Objective and Reference listing in right format are missing in the CAN-USA portion..

KK said he was aware of those items and would be working on it . KK also said that he had not yet received the comments back from Institute of Engineering and NSET

RBM said that it is the Committee's responsibility to complete the work and should not depend on any one member of the committee. KK said that he would request comments from IOE and NSET again to make the incomplete portion complete.

KK added that for the funding part he would get as much information as possible, but funds were not confirmed in Nepal.

RBM commented that he had sent an email on Jan 11 stating the deadline to be March 11-16. Everyone needed to reconcile references and disjointed material, and do the major items requested by Saturday, after his draft sent today. Once the main part was done, a review panel of four/ five people can start reviewing the document. The review panel from the Editorial Team should also check for the disconnect and out-of-order items,

KK suggested to hire professional as there is a lot of work to finish.

RBM and other were in the opinion hiring a professional would further delay in completing the work. RBM indicated that he will do his best to put together material in the position paper as soon as received form the 3 subcommittees.

KK commented that what we had was good current information and we needed to reconcile different fragmented parts.

RBM said, he would combine and reconcile current materials and request missing materials from the 3 subcommittee chairs. Once the comprehensive full draft was ready, he would request editorial board to thorough review. . He also indicated that BKS and himself were working on

the cover page. He indicated that all support organizations need to be contacted if their logos are to be included in the position paper.. This needs to be done once the final draft of the Position paper is ready.

RBM said that he was still deciding whether a Foreword should be included in the Position paper. If the committee decides to have a Foreword in the document, it might be good idea to get get “Foreword” from both ambassadors (Nepalese Ambassador to the U.S. and U.S. Ambassador to Nepal) as much as possible. e. Perhaps, it might also be okay to have another foreword from the three organizations’ presidents. However, SS indicated that all Presidents of the 3 Organizations are involved in the position paper work. Therefore, a Foreword from Nepalese Ambassador might be better if a Foreword was to be included in the paper. There was also opinion that a Foreword might not be needed.

RBM requested JS whether he could provide a geographical/geopolitical situation of Nepal to put in the position paper in 7-10 days. JS indicated that he would be happy to write a couple of paragraphs on this.

RBM reviewed the deadlines for various actions from last meeting.

KK requested JS who had joined little late from Nepal concentrate on the different sections provided to in his email of January 8, 2012 for responding.

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

Communication is ongoing with multiple organizations such as the US Embassy, USAID, Institute of Engineering, Institute of Medicine, Nepal Academy of Science and Technology (NAST), Kathmandu Municipality, National Society for Earthquake Technology (NSET) and others in Nepal to gather information of the position paper and to make aware of the Joint Earthquake Preparedness initiative and the preparation of the position paper that ASNEng, ANMF and CAN-USA are undertaking.

IX. Supporting Organizations and outreach

No change here

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

RS presented a brief report on the participation by ASNEng, ANMF, and CAN-USA at the 5th NRN Global Conference in Kathmandu, Nepal, Oct. 12 -14, 2011 and the meetings held with the US Embassy and US-AID in Nepal, NAST, IOE, NSET and Kathmandu Metropolitan City officials.

RBM announced that this year’s Joint ASNEng/CAN-USA Annual Conference was scheduled to be held in the Washington,, DC Area during May 26-27th, 2012 and would be hosted by the Greater Washington, D.C. local chapter of ASNEng. He requested all to participate, and suggested to have one or two sessions on the earthquake disaster preparedness.. He requested

everyone to spread the news and reminded that the Call for Abstracts flyer was sent. This would a standalone conference so needed help with fund raising as well.

SS told that ANMF annual conference will be held in Chicago on May 11-12, 2012. He will send the message out.

RBM said the announcement on the Earthquake Preparedness will come later as well.

BKS indicated that ANA Convention this year was being held in Dallas on July 4th, and it would be worthwhile to have one session on the earthquake preparedness and disaster relief.

RB suggested RS should take a lead on this.

XI. **Open discussion**

PV talked about a lots of interest in Nepal, JICA, Nepal Government, Army, NGO's, and INGO's. He will send the details of the activities to the group..

RBM emphasized that the committee's attention should be focused on completing this position paper as soon as possible first and that will allow the committee to put all effort on other projects. He indicated that the committee should identify a couple of high payoff demonstration project to conduct in Nepal.

SS said that will be nice, once the paper is out. He emphasized that once the joint committee to identifies and takes on some projects, they need to be completed.

KK indicated that he and RKS did not do any media exposure during their meetings with various organizations when they visited Nepal in October 2011 as the position paper was still not out.

RBM said we should copyright our Position Ppaer. He had indicated that upon his request one of the Executive Members (Kulmani Acharya) of ASNEng had collected information on the process to apply for the copyright To obtain the copyright on a particular item, an application should be filed to the library of congress. He had requested Mr. Acharya to obtain a copy of the copyright application form. He would report an update at the next meeting.

KK suggested that once the position paper is complete, we should request attendance of the Prime Minister of Nepal at the function where the document will be released and present him a copy. This should make a big impact. RBM indicated that travelling to Nepal to present the document to Nepal Government will be difficult. Perhaps, this could be done via Skype.

SS stated that our current focus should be in completing the position paper

XII. **Old Business:** There was no old business.

XIII. **New business:** There was no new business.

XIV. **Next meeting:**

Next meeting of the full committee and guests of the Joint Initiative is decided to be held on **Sunday, June 10, 2012 (9:00 PM, East Coast Time, USA) tentative**

As a reminder the steering committee meeting will be held on: **April 8th, 2012. 9 PM EST**

XV. Meeting adjournment

RBM 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 at 10:10PM.

Minutes drafted by:
Bineet Sharma
March 25, 2012

Reviewed and commented by:
Kanhaiya Kayastha, P.E., S.E., and
Rajendra Shrestha, Ph.D.

Final review and revision done by:
Ramesh B. Malla, Ph.D.
June 09, 2012

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

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AGENDA

(March 09, 2012/RBM)

1. Meeting Call to Order (Ramesh B. Malla, Ph.D.)
2. Introduction – Attendees (All)
3. Review and Modification of Agenda
4. Comments and Approval of minutes from last meeting (December 11, 2011)
5. Steering Committee report and update on Joint Committee Structure – Full Committee, Control/Steering Committee, and subcommittees (R.Malla)
6. ASNEng. ANMF and CAN-USA Subcommittee reports - Kanhaiya Kayastha, S.E. (ASNEng), Sunil Sharma, M.D. (ANMF), and Suresh Ojha (CAN-USA.)
7. Strategy/Concept/Position/ paper on Earthquake Preparedness and Disaster Relief in Nepal
-Status update
8. Communication /Interaction with relevant institutions/organizations in Nepal
(U.S. Embassy, U.S. AID, NAST, Institute of Engineering, Institute of Medicine, NSET, Kathmandu Municipality, and others)
9. Supporting Organizations and outreach
10. Conferences and meetings - In U.S. and in Nepal
 - a. 2012 Joint ASNEng/CAN-USA Annual Conference, Leesburg, VA; May 26-27, 2012 (Host: The Greater Washington D.C. Chapter of ASNEng) – See attached Announcement and Call for Abstracts.
 - b. Others
11. Open discussion
 - Future activities
 - Immediate, near future and long term strategies
 - Resources/Funding
 - Mobilizing Nepali diaspora
 - Projects in Nepal
 - etc.....
12. Old Business
13. New business
14. Next meeting:-- Sunday, June 10, 2012 (9:00 PM, East Coast Time, USA) -- Tentative
15. Meeting adjournment