

Exec/Board Meeting Agenda

Doctors Assisting In South-Pacific Islands (DAISI)

Exec/Board Meeting Agenda (open to all office bearers, and members of the board/exec)

Date:	Monday 1 st November 2021
Time:	7pm – 8:00pm (EAST, Sydney, Vanuatu) 6:30 – 7:30pm (Adelaide) 6-7pm (Brisbane) 9-10pm (Auckland)
Place:	ZOOM Invite Link below: https://zoom.us/j/99427758477?pwd=S2pwM1BqNIJOVTdkRnYyWTkzOU1FZz09 Personal Meeting ID: 508 079 6176 Passcode: 284385
Convenor:	Matt Rickard (Chair)
Contact:	+61 420 497 969

Item	Description	Responsible
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1	<p>Welcome and introductions</p> <p>Confirmation of attendance received in advance from:</p> <p>Danny Kozman, Gary McKay, Sepehr Lajevardi, Danny Kozman, Santee Santhanam Matt Rickard, Christophe Berney, Sam Deylami Basil Leodoro, Ian Hosking Richards, Mark Taffa, Peter Hewett, Erina Yip, Nili Hali, Charbel Sandroussi, Konrad Richter, Graeme Wertheimer,</p>	Chair – Matt Rickard
2	<p>Apologies</p> <p>.</p>	Deputy Chair – Christophe Berney
3	<p>Conflict of Interests to be declared</p>	
4	<ul style="list-style-type: none"> • Review of actions from previous Annual General Meeting • Successful application for ACFID membership • Request for Re-signing of MOU will all partners Vanuatu, Kiribati and Fiji pending. • Development of Plan c for resumption of volunteer trips post covid in 2022 with emphasis on COVID vaccination • 	Chair – Matt Rickard
5	<p>Acceptance of minutes of previous Board Meeting & Annual General Meeting</p>	CEO – Carina Chow

6	<p>Chairperson's Report</p> <ul style="list-style-type: none"> • DAISI Executive Committee will continue until 2023 • Surgery & Gynae ZOOM sessions very successful to date. • Anaesthetic sessions struggling to get participation 	Chair – Matt Rickard
7	<p>CEO Report</p> <ul style="list-style-type: none"> • Request for help with <ul style="list-style-type: none"> ○ rectal cancer case (Honiara) – for referral to Brisbane ○ parotid tumour support (Nish Pillay Global Aid Network (GAN) referred to RPA). Dr Carsten Palme. ○ sensitive case (Molly Bowers – Adam Smith International) – involving Dr Arj Kera. 	CEO – Carina Chow
8	<p>Secretary's Report</p> <ul style="list-style-type: none"> • ACFID application successful 22nd Oct 2021 <ul style="list-style-type: none"> ○ MAC – late October ○ Code of Conduct Committee – early November ○ ACFID Board – early December – at this stage if DAISI receives approval we will become “interim ACFID full members”. This allows us to be welcomed as a member, place the logo on our website and join various communities of practice. There is very little difference between an interim full member and a full member. ○ ACFID AGM – October 2022 - at this stage if DAISI receives Council endorsement, DAISI will become an ACFID full member • Australian NGO Cooperation Program (ANCP) application <ul style="list-style-type: none"> ○ this years application window (1 Jul – 30 Sep) has closed ○ ANCP DFAT application to begin next year. ○ Have emailed accreditation@dfat.gov.au to fin out when next round of applications is • Re-CAPTHCA issue with website • Partnership requests – <ul style="list-style-type: none"> ○ Paddy Dewan – reply letter sent ○ Carrie Cochrane Partnership Head “Action on Poverty” ○ SURTAF Dr John Stephan Request for support for hospital on a boat idea <ul style="list-style-type: none"> ▪ idea canvassed with Honiara surgeons 	Secretary - Gary McKay

9	Treasurer's report <ul style="list-style-type: none"> • See attached statement. • not yet audited 	Treasurer Sam Deylami
10	Country Program Officers Bearers <ul style="list-style-type: none"> • Solomon Islands • PNG • Vanuatu • Fiji • Kiribati • 	Solomon Islands– Peter Hewett PNG – Mark Taffa Vanuatu – Basil Leodoro Fiji – Konrad Richter Kiribati – Harry Lam
11	Protection Officers <ul style="list-style-type: none"> • Child • Gender • Disability • Environment 	Child Protection - Nili Hali Gender Equality - Vasu Disability - Erina Yip Environment – Lyndall Dalley
12	Morbidity & Mortality <ul style="list-style-type: none"> • Annual reporting once trips resume 	Santee Santhanam
13	Audit & Risk Committee <ul style="list-style-type: none"> • Funding Reserves • Reputational risk • COVID - new vaccination/swab criteria 	Nili Hali , Sepehr Lajevardi and Sam Deylami
14	Sponsorship <ul style="list-style-type: none"> • Hopefully DAISI charity ball in Nov 2022. • Liaison with Solomons Gold Chocolate company 	Sponsorship Officer - Ian Hosking Richards
15	Laparoscopic Programme <ul style="list-style-type: none"> • DAISI currently has 5 Laparoscopic stacks (Fischer & Pykal) from Fairfield. Four more (Stryker) expected from Westmead private 	Laparoscopic Officer Charbel Sandroussi

16	Shipping <ul style="list-style-type: none"> No containers currently planned. 	Acting Shipping & Logistics y - Gary McKay		
	Medical Students <ul style="list-style-type: none"> No current activities. 	Medical Student Liaison Officer Graeme Wertheimer		
18	<ul style="list-style-type: none"> Questions to Board/Exec 	Chair – Matt Rickard		
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19	Proposed Resolution	Moved By	Seconded By	Consensus vote
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20	Date & Venue Next Board Meeting		Chairperson – Matt Rickard	
21	Board Meeting Close (Time and Date)		Chairperson – Matt Rickard	