

Minutes from 'FOJSS In UK' Meeting

Saturday 23rd January 2016, 4 pm, 16 Sycamore Close, St Ippolytts, Herts, SG4 7SN

Meeting Number 2

2.1.1 Present: Mr Kislay Thakur (KT), Prof Shitij Kapur (SK), Ms Sharmistha Law, Mrs Meeta Thakur, Dr Kapila Jain (KJ), Miss Tanya Gupta, Mr Devesh Misra (DM), Miss Trishla Misra, Mr Ajay Sharma, Dr Vinita Sharma, Dr Manpreet Gulati, Dr Bhavjit Kaur, Mr Rajesh Sofat, Mr Srinivas Iyer, Dr Shabnam Iyer, Mr Rakesh Kapur, Dr Nirmala Devi, Ms Priya Tandon, Mr Sanjay Dhir, Ms Luna Dhir, Dr Sanjiv Agarwal (SA), Dr Samita Agarwal, Dr Ashish Narula (AN), Dr Sonia Narula (SN), Dr Sunil Gupta, Mr Nitin Dahad (ND), Mrs Varsha Dahad & Mr Sanjay Gupta (SG1)

2.1.2 JSS India Representative: Dr Yogesh Jain (YJ)

2.1.3 Friend from Germany: Dr Prashant Gogia

2.2 Apologies: Mr Hemant Singhal, Dr Hemraj Pal, Dr Renuka Pal, Dr Sunil Grover (SG3), Dr Seema Grover, Mr Dinesh Sharma, Mr Sanjay Sinha, Ms Anita Sinha, Dr Sumit Goel (SG2), Ms Raina Goel, Dr Rohit Sharma, Dr Sarita Sharma, Dr Victor Patterson (VP)

2.3 Confirmation of Previous Minutes from 19.09.15

The minutes of meeting held on 19th of September were agreed and signed as a true record.

2.4 Review of actions arising from Minutes of 19.09.15

	Agenda item	Action	Status
1	SG1 chaired and welcomed the friends at the inaugural meeting. Apologies were listed. A wider participation of the friends was emphasised especially from outside the AIIMSONIAN group.		Ongoing
2	The governing document widely circulated previously was discussed and adopted. The document will be submitted to the charity commission along with the registration application and may need minor changes subject suggestions from the Charity Commission.	SG1 to submit the Charity Commission application.	Complete
3	Shitij Kapur, Kislay Thakur, Sanjay Gupta and Raman Kataria (JSS rep) were nominated as the Trustees.		Complete
4	The Trustees expressed a vote of thanks to Dr Virender Paul Deputy High Commissioner of India for his efforts and encouragement in getting the organisation started.	SG1 to officially write a letter of thanks and continuing support to Dr V.Paul	Complete
5	SG1 explained the reasons of registering the organisation as a CIO (charitable incorporated organisation-foundation model). The board	SG1 to submit the application to charity commission.	Complete

	discussed other formats of Charities in UK and approved the CIO format.		
6	SG1 expressed his desire to be the organising secretary to the board and SK was appointed as treasurer to the board.	SG1 & SK to set up the charity bank account.	Complete
7	Sanjay Sinha, Ajay Sharma, Sumit Goel were appointed as the Executive members by the Trustees. The executives were encouraged to expand their teams and appoint more friends of JSS on executive committees.		Team building ongoing.
8a	The board appointed Ajay Sharma to take the charge of health manpower exchange committee. The board set a modest target of providing a 'FOJSS in UK' doctor to work at JSS Bilaspur for every month of the year (An average cover of 12 weeks/year). The committee will also facilitate senior medical students to visit JSS for their overseas elective postings.	AS	Ongoing, SG3, VP have visited JSS since last meeting
8b	SS accepted the responsibility to take the lead on technology, skills and equipment support committee. A list of such proposals will be presented at the next Trust board meeting.	SS to liaise with Raman Kataria and Yogesh Jain for their needs and priorities.	Ongoing, JSS ICU proposal approved
8c	SG2 accepted to lead the fundraising committee. The board discussed the financial constraints of the JSS and a modest target of £10-15K of fundraising for the FY 2015-16 was accepted. Voluntary donations by the friends are strongly encouraged. It was proposed to hold a 'FOJSS in UK' charity event before the close of current FY.	SG2 will work on various fund raising proposals for the board approval on 3 rd Oct & at the next meeting. All present agreed for informal meeting at every social events in between formal meetings to monitor progress KT/SG2 to liaise with Dr Paul for his support & advice for the charity event.	Ongoing, a total of 11K has been raised so far. Ongoing
8d	No offers were received to take a lead role on the PR committee on this meeting. SG2 and SK offered their services and past experience to get this committee started. Dr Devesh Mishra has previously accepted to maintain the website once started.	SG1 to continue head hunting for PR committee lead. SG2 to help with the setting up of official website to be paid by 'FOJSS in UK'. SK to help with the designing of official insignia and letter Head.	DM appointed as PR Executive Ongoing Complete

9	SG1 recently visited JSS Bilaspur and presented an update. The board noted gradual withdrawal of financial support from TATA's to JSS. The board expressed its concern for recent health set back to Dr Yogesh Jain and wished him a speedy recovery.		Complete
10	The doctor consultants present at the meeting pledged £1000 each for the current FY.	SG2 to facilitate money transfers	Ongoing
11	Date of next meeting was agreed and fixed for 1pm on 23.01.2016. (To coincide with Dr Yogesh Jain's visit to London). Venue SG1 residence.	SG1 to widely circulate the date in advance.	Complete
12	AOB-None		

Standard Agenda items

2.5 Chairman's Report

KKT & SG1 welcomed all the friends of JSS especially the new Friends. KKT reflected on the progress made over the last 4 months and expressed his satisfaction. The FOJSS UK is now a registered charity (charity no. 1164594) with a Charity bank account (HSBC, Friends of JSS in UK, A/C No. 61792156, sort Code 40 24 20). Need to enlarge the FOJSS enrolment in each hospital and elsewhere in UK was emphasised. He thanked KJ for hosting the current meeting.

2.6 JSS ICU Project

The Intensive Care Unit (ICU) project proposal which was circulated previously to the FOJSS Board was discussed. YJ from JSS explained the need for ICU and expected benefits for its main hospital at Ganiyari. He also outlined specific type of support required from FOJSS UK. This included salary support for doctors and Nurses, training of doctors and nurses, developing various monitoring charts and protocols and the need for ICU equipment (monitors, ventilators, incubators and ABG machine). The project is partly funded by other local funding streams and the building works are near completion. First batch of nurses are currently being trained at Sewagram ICU at Wardha. The ICU is expected to start soon with 2 beds. SG3 has taken the lead from FOJSS and has recently visited Ganiyari. Volunteers from FOJSS are welcome and should liaise directly with SG3. The Friends of JSS in UK wholeheartedly approved their support for the project proposal.

2.7 Treasurer's Report

SK presented a brief treasurer's report for the last 4 months (filed with SG1). A total of 11K has been raised so far through voluntary contributions from the friends of JSS in UK. SK thanked all the donors individually for their generous contributions. Donating friends were also urged to return the Gift Aid forms so that FOJSS can claim Gift Aid from the HMRC. SK informed he will be setting up the '**Just Giving page**' to help friends make their contributions directly to the charity.

Numerous proposals for various fund raising activities (Bollywood Dinner & Dance, Family movie night etc.) were suggested. **It was noted a charity event would be very helpful especially to raise the awareness and profile of FOJSS. The organisation eagerly awaits a friend to take the lead on this issue.**

Friends involved with companies were encouraged to get the 'most preferred charity statuses for FOJSS. Replacing gifts with small donations to FOJSS at all social events was suggested.

SA volunteered to look after the care of under-weight diabetic patients including provision of drugs at Ganiyari hospital as a part of research which his company is conducting in India. To raise the FOJSS profile ND agreed to write a blog for FOJSS in his magazine 'Tech Speak'. Dr Sunil Gupta pledged an annual donation of £500. FOJSS UK appreciates the individual efforts of various members.

2.7 Committee Reports

Various committee executives were encouraged to expand their committees and build effective teams. Lack of female board and executive members was noted.

FOJSS is struggling to meet its previous commitment to provide one volunteer for a week every month to work at JSS hospital at Ganiyari (a total of 12 volunteers every year). Friends were strongly encouraged to volunteer for the same. AS was encouraged to liaise with the friends and propose a convenient rota. Need to involve UK senior medical students to undertake elective posting at JSS was emphasised. AS has kindly agreed to make suitable proposals in this regard including a small write up on 'Volunteering at JSS' for the FOJSS website.

DM has accepted to lead the PR committee. This was approved by the friends. He will also be maintaining the FOJSS website once it is up and running.

2.8 Lancet commission & King's Global health Initiative.

YJ recently attended these initiatives at London and presented a brief update. FOJSS is pleased to note his appointment with the Lancet commission as a Commissioner to 'quantify the non-communicable disease load for the poor'. JSS will be forging links with King's Global health initiative for various projects including exchange of fellows.

2.9 Draft proposals for 2016-17

YJ urged the need to increase our support and suggested a modest financial target of 15-20k. Overwhelming majority felt this was achievable and accepted the request. YJ also made a request to source used Ophthalmoscopes & Autoscopes. Importing used bigger instruments into India remains a logistical challenge and therefore was not encouraged.

3.0 Date/Venue for the next meeting

Dr Ashish & Sonia Narula have kindly volunteered to host the next meeting at their residence on 18.06.2016 at 2pm. Address: Copper Beeches, 8 Field end, Arkley, Barnet, EN5 3EZ.