

SDF Executive Committee Meeting

Meeting: 23

Date: March 20, 2022

Start time: 6.00pm GMT

End time: 8.15m GMT

Agenda

1. Opening prayers;
2. Recognition of attendees;
3. Apologies;
4. Review and adoption of minutes of meeting held on Feb 13, 2022 - pending;
5. Report on action points from last meeting:
 - a) **Action point 8:** To set up a Sub-Committee that would recognise the contribution of SDF members on an annual basis and recommend that they receive a certificate or honorarium.
6. Towards sustaining the provision of healthcare in Sika and in that regard, discuss and agree on the:
 - a) Funds to allocate for the drugs and other items;
 - b) Consultation fee per patient: D25;
 - c) Price of the different medicines that will be placed at their disposal – variable, but cheaper than the private market;
 - d) Propose that Janko Njie, Alhagie Njie and Malamin Janneh to work with the CHN (Mr Ousman Ceesay)
 - e) Need to pay for other items: shelves, medicine bags (**D300 for 1000 sheets**), **receipt books, marker pens, pens etc.**
7. Meet the people of Sika and tell them all about the healthcare project and solicit their support to work with us and make it sustainable – the medicines are not for sale;
8. General meeting with the members over zoom – opportunity to tell the members what we have been doing, our plans for the future and hear from them
9. SDF's 2021 annual report
10. AOB.

1. Opening prayers

Offered

2. Recognition of attendees:

Omar Janneh, Lamin Sonko (Nani), Lamin Manjang, Saikouba Ceesay, Bakary J Sonko, Bakary T Sonko, Sima Camara, Pa Sanyang

3. Apologies:

Alieu SK Cham, Omar NR Sonko

4. Review and adoption of minutes of meeting held on Feb 13, 2022

Pending; Omar Janneh expressed regret for the delay in drafting the minutes.

5. Report on action points from last meeting:

- h) Action point 8: To set up a Sub-Committee that would recognise the contribution of SDF members on an annual basis and recommend that they receive a certificate or honorarium.**

The meeting agreed to have select members of the ad hoc Committee based on their contribution/participation on the Bantaba and was also minded to ensure gender parity. On that basis, the following members were selected and proposed:

- i. Bakary J Sonko
- ii. Omar Janneh
- iii. Lamin Sonko (Nani)
- iv. Sima Camara
- v. Pa Sanyang

Other names that were proposed include: Mariama Sawo Kamara, Hoja Jallow, Satang Sanneh, Satou Kassama

Action point 1: Lamin Sonko (Nani) agreed to seek to get any 2 of the above ladies to be part of the ad hoc committee so that the membership of the ad hoc Committee can be composed of 7 individuals.

6. Towards sustaining the provision of healthcare in Sika and in that regard, discuss and agree on the:

a) Funds to allocate for the drugs and other items

The meeting discussed at length how to ensure the sustainability of the project. To that end, the meeting recognised the need to levy a cost of the medications so that the running cost of the project can be met.

Omar Janneh reported that the revised invoice for the drug was D28043, but that other costs such as transportation, shelves for the drugs, etc remain unknown. He also reminded the meeting about the cost of fixing the steel doors of the premises at D5300, which the Committee approved.

b) Consultation fee per patient

The meeting was informed that the consultation fee payable at government facilities is D25 and that the same fee of D25 be payable per patient in Sika.

c) Price of the different medicines that will be placed at their disposal – variable, but cheaper than the private market.

Bearing in mind some of the already known running cost of the Clinic, the meeting compared the prices of the drugs SF plans to buy to those in the private sector. In this exercise, percentage profits ranging from 20%, 30% and 45% were considered to see which percentage profit charged on the items would give the project the greater chance to be sustainable. The table below shows a comparison of the prices of selected items in the private sector and what SDF would charge proposed to charge and the % difference in price between the private sector and SDF:

Table 1: Cost of items in the private sector and SDF (@45% profit) and the % difference between the 2 sectors

#	Item	Private (A) Dalasi	at 45% profit SDF (B) Dalasi	% Diff (A vs B)
1	Metronidazole 200mg - 3 strips	90	45	100
2	Amoxicillin 500mg - 3 strips	150	45	233
3	Omeprazole 20mg - 4 strips	200	60	233
4	Chloramphenicol eye drop	75	55	245
5	syr dexaglobin	100	45	122
6	Tabs Ferrous sulfate 200mg (10 tabs)	10	5	100
7	Tabs Paracetamol 500mg (10 tabs)	10	10	0
8	Syr Paracetamol	70	45	56
9	Tabs Vitamin B Complex (10 tabs)	10	5	56

10	Syr Vitamin B Complex	75	40	87.5
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The meeting recognised that even at 45% profit, the price SDF plans to charge for the drugs would be considerably cheaper than the private sector; that the villagers must exercise due vigilance to ensure that the medicines are not unscrupulously acquired and resold. The meeting agreed to charge 45% profit on the items unless some new information comes to light before the project starts.

d) Propose that Janko Njie, Alhagie Njie and Malamin Janneh to work with the CHN (Mr Ousman Ceesay)

The Committee agreed to the proposed names as recognised volunteers on the project and also proposed that Malamin Janneh should reach out to other individuals who he thinks maybe prepared to volunteer to help run the project so that its operational demands can be spread amongst the volunteers.

It was also agreed that for auditing purposes, the CHN must record the names of patients he saw, what medicine(s) he prescribed for them and to share such information with the Executive. In this regard, it is hoped that the fulfilment of such an assignment by the CHN would allow Executive to monitor and evaluate the sustainability of the project. SDF would provide a notepad to the CHN to help with his assignment.

It was agreed that Janko Njie, Alhagie Njie and any other person able to write be responsible for record keeping in regards to the ticket issues, drug prescribed and prices paid per patient. It was agreed that Malamin Janneh be responsible for keeping all the funds collected per visit in regards to the project.

Omar Janneh informed the meeting that Rabia Dabo has volunteered to donate £50. The Committee expressed its gratitude and appreciation to Rabia Dabo for the generous donation. The Committee also recognised that the donation is a one-off donation for Janko Njie alone, but that all individuals, including Janko Njie are expected to work on the project in the spirit of volunteerism.

e) Need to pay for other items: shelves, medicine bags (D300 for 1000 sheets), receipt books, marker pens, pens etc.

The need to have such items were agreed by the meeting. Pa Sanyang has pledged to donate pens to the project for which he was thanked by the meeting.

7. Meet the people of Sika and tell them all about the healthcare project and solicit their support to work with us and make it sustainable – the medicines are not for sale

The meeting agreed that once all the medicines are acquired and before the project starts, a meeting would be held in Sika to explain to the villagers everything about the project and to solicit their support and vigilance to work with us to ensure the sustainability of the project. The fact that everyone must pay for the medicine would be explained to them in that people should not turn up at the premises expecting to receive their treatment for free. It was agreed that talking points that include all the concerns be prepared and agreed so that they can be discussed/clarified and agreed with the villagers prior to the start of the project. The meeting highlighted the need to explain to the villagers to understand that some people may have to pay more for their treatment; others may pay for consultation fee without receiving any medication for their condition, but may be referred onward to either Albreda, Essau or Banjul.

8. General meeting with the members over zoom – opportunity to tell the members what we have been doing, our plans for the future and hear from them.

The meeting agreed to hold a general zoom meeting so that those who could attend can do so, giving them the opportunity to hear from the Executive Committee what work has been going on, the Committee's plans for the future as well as provide a unique opportunity to the committee to receive contributions from the attendees.

The proposed date for the SDF general meeting over zoom be on:

- May 21, 2022
- Time: 6.00pm

It was agreed that Bakary J Sonko chair the meeting and provides the agenda for the proposed meeting

9. SDF's 2021 annual report

Omar Janneh informed the meeting his regret at the delay in drafting the annual report and that he would endeavour to produce it as soon as time permits.

10. AOB.

a) Bakary J Sonko asked if any feedback was received from Mr ML Fofana

Omar Janneh informed the meeting that he would reach out to Kemo Sonko to ask if he received any update from Mr Fofana and update the Committee as soon as he hears from Kemo Sonko.