

## **SDF Executive Committee Meeting**

Venue: Zoom and conference calls via WhatsApp

Date: July 17, 2022

Start time: 6.00pm GMT (Gambia time)

End time: 9.15pm GMT

### **Agenda**

1. Opening prayers
2. Attendees
3. Apologies
4. Discussion of matters that arose from the general meeting
  - a) **Action point 1:** on the use of mobile money - Omar Janneh to report on update received from Lamin Famoro Sonko on the issue
  - b) **Action point 2:** Sima Camara to report on subscription payments by diaspora members
  - c) **Action point 3:** Update on the new healthcare project
  - d) **Action point 4:** Omar Janneh to provide update on the DDF application
5. Case for providing access to anti-diabetic and antihypertensive agents for patients already diagnosed with the conditions (Pa Ansumana Manneh/Omar Janneh)
6. Provide blood glucose test kit and blood pressure machine for the clinic (Pa Ansumana Manneh/Omar Janneh)
7. Ideas to increase the membership of those on the SDF Bantaba forum and annual subscription payments (Ansumana Manneh-Nyambi)
8. Succession planning
9. Engage the community to help address the threat posed by soil erosion (Alieu SK Cham)
10. AOB
11. Closing prayers

#### **1. Opening prayers**

Offered

#### **2. Attendees:**

Omar Janneh, Bakary J Sonko, Alieu SK Cham, Sima Camara, Omar Nr Sonko, Pa Sanyang, Satang Sanneh, Lamin Sonko – Nani, Kabirol KS Janneh, Kemo Sonko, Lamin Anfaal Manjang, Pa Amadou Drammeh

#### **3. Apologies**

None

#### **4. Discussion of matters that arose from the general meeting**

##### **a) Action point 1: on the use of mobile money - Omar Janneh to report on update received from Lamin Famoro Sonko on the issue**

Omar Janneh informed the meeting that he was informed by Lamin Famoro Sonko that the use of mobile money to help ease the payment of annual subscriptions by the members may not be viable due to the cost involved in setting it up with the GSM operators. The Meeting decided to abandon the proposal until such time the cost of setting it up becomes affordable for SDF.

##### **b) Action point 2: Sima Camara to report on subscription payments by diaspora members**

The meeting agreed that the best way forward for now would be to allow the diaspora youths to work on the water project and support them in realising it.

**c) Action point 3: Update on the new healthcare project**

Omar Janneh provided the following in regards to the clinic

- News from Sika is that the services provided are beneficial and appreciated by the people
- They are happy with the work of the CHN and the CHN is also happy with the environment where the services are provided – that the venue is clean, spacious, good veranda space and that the patients are seen in dignity.
- Of the 2 visits done, no single issue was reported on the cost of the tickets and cost of the medications

**Number of patients that visited the clinic in July 2022**

- Visit 1; number of patients seen on July 3, 2022:
- Visit 2; number of patients seen on July 12, 2022: 34/35

**Receipts for July 2022**

- Visit 1; estimated total takings for July 3, 2022: D2445
- Visit 2; estimated total takings for July 12, 2022: D3000

**Disbursements for July 2022**

- D200 for petrol cost to collect Ousman's blood pressure machine on day 1
- D1400 to Ousman Ceesay for the 2 visits

**Balance:** Assuming that the receipts are correct- awaiting confirmation from Malamin Janneh (Maala)

Total receipts:  $3000 + 2445 = D5445$

Total withdrawals:  $200 + 1400 = D1600$

Balance:  $5445 - 1600 = D3845$

In addition, the need to for a curtain on one of double doors was made; 6 yards of cloth would be sufficient. Also, there is need to contribute towards the feeding of the CHN on the clinic days.

**Action point 1a:** SDF to pay for the 6 yards of cloth to be used as curtain for the double door in the clinic

**Action point 1b:** Contribute towards the feeding cost of the CHN on the days he holds the clinic.

The meeting requested that Ousman Ceesay should keep the list of patients seen and the drugs prescribed so that the usage of the services can be determined and a reasonable projection can be made of which drugs are need most and need replacing.

**Action point 2:** Omar Janneh assigned the task to liaise with Ousman Ceesay to supply data on the number of patients seen and the drugs prescribed.

The meeting heard that the Ambulance does not collect patients from Sika. This resulted in the following action points:

**Action point 3a:** Kabiro KS Janneh to find out from Modou Lamin Fofana the reason(s) why the ambulance does not collect patients from Sika when called;

**Action point 3b:** Omar Janneh to find out from Pa Ansumana Manneh the reason(s) why the ambulance does not collect patients from Sika when called;

**Action point 3c:** Omar Nr Sonko to check with the Responsible Individual(s) in Essau the reason(s) why the ambulance does not collect patients from Sika when called;

**d) Action point 4: Omar Janneh to provide update on the DDF application**

Omar Janneh informed the meeting that the DDF application was submitted and that we await the decision of the funding body.

**5. Case for providing access to anti-diabetic and antihypertensive agents for patients already diagnosed with the conditions (Pa Ansumana Manneh/Omar Janneh)**

Omar Janneh informed the meeting that following the strong case made by Pa Ansumana Manneh on this matter, efforts were made to get a list of the antihypertensive, antidiabetic drugs, aspirin and their costs. In addition, an initial estimate of the amount needed for each of the drugs was made. See below the dose and quantity, being the figure at the end of each line, of each of the drugs:

- Tabs Nifedipine 10mg (10\*10 tablets) - 4
- Tabs Captopril 25mg (10\*10 tablets) - 10
- Tabs Hydrochlorothiazide 25mg (10\*10 tablets) - 6
- Tabs Aspirin 75mg (25\*14 tablets) - 6
- Tabs Metformin 500mg (10\*10 tablets) - 10
- Tabs Glibenclamide 5mg (10\*10 tablets) - 10

See below the invoice received for the above drugs:

**KAIRABA PHARMACEUTICALS LTD.**  
Latrikunda Sabiji, The Gambia  
Tel: (220) 4372497

VAT REG. No. 7117  
Debit Invoice

Customer: Sika Development Fund 001317

Date: 15, 7, 22

QTY	PARKING	DESCRIPTION	BATCH No.	EXPIRY DATE	PRICE	TOTAL
4	Pkt/10x10	Nifedipine 10mg Tab			50	200
10	Pkt/10x10	Captopril 25mg Tab			85	850
6	Pkt/10x10	Hydrochlorothiazide 25mg Tab			75	450
6	Pkt/25x14	Aspirin 75mg Tab			190	1140
10	Pkt/10x10	Metformin 500mg Tab			90	900
10	Pkt/10x10	Glibenclamide 5mg Tab			50	500

VAT 15%  
Total D

Medicines sold are not exchangeable  
refundable or returnable

Print in words: \_\_\_\_\_

If SDF is to proceed to buy the above medications, the total cost is D4,040.00

The meeting took the decision to refer the idea of dispensing these drugs for use by patients who are already diagnosed with diabetes or hypertension to Dr Rabia Dabo.

**Action point 4:** Omar Janneh to ask Dr Rabia Dabo about the use of these drugs in existing diabetic and hypertensive patients and report to the Committee as soon as possible.

**6. Provide blood glucose test kit and blood pressure machine for the clinic (Pa Ansumana Manneh/Omar Janneh)**

If the drugs have to be used in the patients, the meeting discussed the need to estimate blood glucose levels of patients as well as their blood pressure so that the medication errors can be averted. On the monitoring of diabetes, the need to measure the patients' HbA1c so that an accurate picture of the patient's blood glucose levels over a period of weeks/months – 3-4 months- was made.

Unfortunately, it appears that there may be limited capacity to test the HbA1c patients in the country.

The meeting also discussed the need to provide rapid diagnostic kits for malaria as well as provide antimalarial drugs for those positive for the disease.

**Action point 5:** Omar Janneh took up the assignment to cost of the following and share with the Committee:

- i. Blood glucose machine
- ii. Blood glucose test strips
- iii. Stethoscope
- iv. Blood pressure machine
- v. Rapid malaria diagnostic test kit
- vi. Drugs for uncomplicated malaria (Coartem)

#### **7. Ideas to increase the membership of those on the SDF Bantaba forum and annual subscription payments (Ansumana Manneh-Nyambi)**

The meeting recommended that Ansumana Manneh Nyambi be made one of the administrators for the SDF Bantaba once he is added. On the issue of annual subscription payments, the meeting recommended that Ansumana Manneh Nyambi joins other members to try and encourage the payment of annual subscriptions using the modes of payments that are in use.

#### **8. Succession planning**

The meeting agreed that there is need to prepare the stage for a smoother succession. To that end, it was decided that other members of the current team would be encouraged to step forward and lead meetings as well as take notes at meetings.

The need to also ensure that the constitution of SDF remains strong, with the leadership purposively working with the members to serve the aspiration of the people of Sika was reiterated. The meeting encouraged the attendees to try and encourage members to participate in the affairs of SDF.

**Action point 6** Omar Janneh was assigned the responsibility to encourage others to take up the responsibility of chairing meetings and taking notes at the meetings for the remainder of the term of this executive – as much as possible.

#### **9. Engage the community to help address the threat posed by soil erosion (Alieu SK Cham)**

Alieu SK Cham informed the meeting that he contacted Famara Drammeh for ideas about how to address the challenge and Famara Drammeh is taking steps to put him in touch with Mr Alh Kebba Manka.

Omar NR Sonko informed the meeting that he knows Mr Manka; Bakary J Sonko also knows Mr Manka.

Omar NR Sonko also went on to say that another contact of his, one Mr Sonko who he thinks has the expertise and that he (Omar NR Sonko) would get in touch with the said Mr Sonko for advice and possible action on this challenge.

Overall, the meeting agreed that efforts to address this challenge cannot be done without the participation of the community, that the community shall have to sacrifice and do the labour

**Action point 7a:** Alieu SK Cham to contact Mr Alh Kebba Manka through Famara Drammeh and report to the Committee as soon as possible so that the next steps can be taken

**Action point 7b:** Omar NR Sonko to contact Mr Sonko and report to the Committee as soon as possible so that the next steps can be taken

#### **10. AOB**

##### **a) Concept note of the matching grant for the Sika Women's garden project**

Bakary J Sonko reminded the meeting about the matching grant application SDF wants to support to support the Women's Garden Project. That SDF will apply for \$25,000 for the project, of which 20% will be paid by SDF and 80% matched by the Funder.

The meeting discussed the need to complete the concept note so that it can be submitted to the Regional Agricultural Directorate once the application window opens. The Committee heard from Sarjo Gitteh that the concept note cannot be sent to the Regional Agricultural Directorate electronically. To that end, Omar NR Sonko agreed to submit the hard copy of the Concept note on behalf of SDF.

**Action point 8:** Omar Janneh was assigned the task of sharing the draft concept note of the grant with Omar NR Sonko for review and further action

***b) Update on the submission of our letter to the Ministry of Health of our intention to build a clinic in Sika***

No update was received from the Ministry.

**Action point 9:** Kemo Sonko took up the assignment to contact the responsible Individual at the Ministry and report to the Committee as soon as possible.

***c) Case for outlining our strategic plan for the future***

Kemo Sonko made the point that a strategic plan should be put in place to help (re-)focus the work of SDF. Although SDF has a list of areas it aspires to address, it was agreed that there is need to focus on priority areas.

***d) Possibility of engaging Ndemba Kebba to provide healthcare in Sika***

The meeting was informed that Ndemba Kebba was not yet well enough to be able to support the provision of the healthcare services in Sika. The meeting prayed for his health to continue to get stronger.

***11. Closing prayers***

Offered