

MINUTES OF MEETING

Title	Community Health Task Group (CHTG), Third meeting.		
Date	19 th March 2014	Place	JRCS HQ, Jordan
Chair Minutes	Jacinta Hurst, Health Coordinator, IFRC Hiba Hayek, Snr Public Health Asst, UNHCR		
Attended	Heba Seder , Nutrition supervisor, Medair Mamdouh Al Hadid, Jordan Red Crescent Ra'ad Al Hadid, Jordan Red Crescent Dr Luis Roza, Medical Coordinator, MdM-F Ola Sharif, Community-Health manager, IMC Muna Hamzah, Health Project Manager, IRD	Mousa Al Jawaseh, Outreach Officer, Jordan Health Aid Society Ritsuko Arisawa, Project Formulation Advisor, JICA Shereen Abu Hweij, Program Officer, JICA Dr Tatiana Gil, Health Advisor, IRC	

ITEM	POINTS	ACTION
Welcome	<ul style="list-style-type: none"> • Introduction and welcome • No amendments were made to the last minutes 	
Matters arising from minutes	Feedback on existing Hygiene promotion package/ IEC material for urban settings still not received from WASH sector.	UNHCR to share existing and available hygiene promotion package/IEC material once feedback is received from WASH sector
Revising Community Health Strategy	Community Health (CH) Strategy was finalized during meeting after discussing all the comments/feedback received from the different agencies. Main amendments to the CH strategy included specification of certain activities (i.e. incorporating home visits to newborns under ANC/PNC-Health Education and Promotion), clarification of certain terms (i.e. contra-referral) as well as wording, grammar and formatting.	Jacinta to send finalized version of CH strategy Jacinta to send WHO/UNICEF Joint Statement about Newborn Home Visits
IEC materials	<ul style="list-style-type: none"> • A Matrix of all existing IEC materials has been developed, circulated amongst CHTG members and compiled. 	Medair and JICA to share their version of matrix with UNHCR to get

	<ul style="list-style-type: none"> • This matrix is to be used as a reference tool for all agencies. It aims to facilitate access to IEC materials pertinent to agencies' activities when needed through the relevant developer agencies. • It was agreed during the meeting that it was unnecessary to revise the IEC materials again • IEC materials with relevant topics might be available among other agencies not participating in the CHTG meetings some of whom might also be willing to share to be used for the CHV project if needed. • Soft copies of the listed IEC material to be added as an annex to the matrix in later stages. 	<p>a finalized compilation</p> <p>Jacinta to raise in the upcoming Health Coordination Meeting the subject of IEC material availability at the level of different agencies</p>
Incentives	<ul style="list-style-type: none"> • Feedback on incentives included: <ul style="list-style-type: none"> ○ 1 agency said they have a different rate for Syrians and Jordanians <ul style="list-style-type: none"> ▪ Syrians: 40JD per week for 8 home visits/day, 5 days/week ▪ Jordanians: 15JD per day plus transport (between 4 and 9JD more per day depending on the area) ○ 1 agency said their volunteers work according to the maximum time they can, based on information from the Ministry of Labour <ul style="list-style-type: none"> ▪ CHVs work a maximum of 4 hours/day, 5/days week which is the maximum according to the Ministry of Labour ▪ Daily rate is 10 JD/day 	
AOB	<ul style="list-style-type: none"> • The group decided that rather than review the feedback from Ann Burton on the TOR for the CHTG during the meeting, that it could be circulated for those who were not present to also see it • The most recent CHV ToR was sent to IFRC by IMC and due to time limitations in the meeting, it will be sent around one last time. • Data collection tool/format still not developed • ToR for supervisors still not developed • Ensured that a representative from CHTG is present at the RH task group and Azraq Health Coordination meetings 	<p>Jacinta to share the most recent version of CHV ToR and CHTG ToR with the CHTG for further feedback and comments. To be finalized and validated at the next meeting</p>
Next meeting	<p>Next meeting the 16th April, 11 am at JRCS</p> <p>For planning purpose, we propose to have the CHTG meeting each 3rd Wednesday of the month.</p>	