

MINUTES OF MEETING

Title	Community Health Task Force (CHTF)		
Date	January 11 2017	Place	IRD Amman
Chair Minutes & co-chair	Co- chair: Elsa Groenveld and Aseel Amin Minutes: Aseel and Nour		
Attended	<ol style="list-style-type: none"> 1. Amelend Yuosif – Save the Children 2. Aseel Amin– IRD 3. Ola Shraidah-IRD 4. Nawal Najar-IRD 5. Nour Kabatilo-IRD 6. Ibraheem Abusiam– UNHCR 7. Akrram Al-Khmnash—JRC 8. Ritsuko Arisawa-JIACA 9. Shereen Abu Hweiji-JAICA 10. Ali Pantinle-Jordan Paramedic Society (JPS) 	<ol style="list-style-type: none"> 11. Fadi Awes-IMC 12. Mika Yamai-IFRC 13. Suzan Karam-HSDA 14. Anwar Zghoul-HSDA 15. Elsa Groenveld-MEDAIR 16. Haneen Abulaila-MEDAIR 17. Rami Hijazeen-UNICEF 	
Apologies	Ingrid – Handicap International		
Agenda	<ul style="list-style-type: none"> • Presentation on IRD BPRM project (International Relief and Development) • 4 W document explanation on districts/sub-districts • Brainstorm on year plan 2017 • AOB 		
ITEM	POINTS	ACTION POINTS	
IRD Health Project Presentation	<ul style="list-style-type: none"> • IRD-presented the Health project goal, interventions, activities approach and achievements; discussed some points and questions. • After completing the presentation, some questions was raised up; JAICA asked about the Referral Coordination meeting implementing areas, and its main tasks; UNHCR asked about the Ministry of Labour policy and the Jordanian labour law regarding the volunteer maximum working hours and take it in the consideration. 	<ul style="list-style-type: none"> - Send the previous minute's meetings of the referral coordination meeting to JICA. - MEDAIR will send the updated_4Ws to the CHTF members. 	

<p>4 W document explanation on districts/sub-districts</p>	<ul style="list-style-type: none"> • MEDAIR-explained how to use the 4Ws document and the districts/sub-districts segregation, 4Ws document sub-district levels, where each agency have to input and how many CHVs they have per sub-district. • HSDA suggested adding the Community Health Committee information in the 4Ws documents in order to integrate the role of the CHCs with the CHVs. (for now we will leave it out until it is operational) 	<p>HSDA-will provide CHCs responsibilities whenever it will be operational and available and to see what level of overlap with other NGO CHVs.</p>
<p>4Ws / Plans for 2017</p>	<ul style="list-style-type: none"> • Elsa will temporary move to the regional program for Medair- in Amman per 15 Jan 2017 which means Elsa will not be available for the CHTF task for the coming three months. • Couple of suggestion were provided by Elsa; to handle Haneen Abu Laila the Health officer at MEDAIR to cover the co-chairing task for the coming three months, or to vote for another member of CHTF. All participants of the meeting agreed with Haneen covering for the coming three months. In case there is still a need to cover after three months, then official nomination and voting process should take place. • Attended organizations representatives provided following suggestions; <ul style="list-style-type: none"> - To do a general plan on guidance for CHTF task. - Mainstreaming and extend the disability issues and support the referring pathway for them. - Create better coordination between the volunteers and community health committee. - Each Org. present their operating programs every meeting. - Create better way for capacity building to address certain training needs and cover the seasonal diseases. - Ask UNHCR about NCD training At Community health volunteers level. Coordinate to do plan 	<p>Org. to present its program next meeting.</p> <p>To send a Capacity Building training schedule by each Org.</p>

	<p>for some training together based on the health needs.</p> <ul style="list-style-type: none"> - Include the Behaviour change (BCC) component and integrate it to the schedule and set the keys measurement tools for it. - To focus on certain geographical areas and provide more health assistance. - Target another refugees nationalities like; Iraqis, Somalis and Sudanese. 	
AOB	<ul style="list-style-type: none"> • JPS-explained about new JPS project details, Beneficiaries 'criteria to provide referral, types of services, Referral Process and Contact information. • JICA-distributed gaudiness on services provided for the disabilities, as well as they provided Calendar for IRD. • Next meeting will take place on 8th Feb 2017 in IRD office. 	

Community Health Task Group Contact List – Updated December 2016

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