RHINO
Routine Health Information Network, Inc
44 Farnsworth St, 7th floor
Boston, MA 02210
http//www.rhinonet.org

**Minutes
RHINO Board of Directors' Meeting
January 26, 2016**

Attendance

Board Members Present: Theo Lippeveld, Jason Smith, Jean-Pierre Delamalle, Nancy Pielemeier, Barbara Turner, Jordan Tuchman, Juan Eugenio Hernandez, Sanjay Zodpey, Andy Beke, Jorn Braa, Alvin Marcelo
Board Members Unable to Attend: Sally Stansfield, Vincent Shaw, World Bank Member
Communications Specialist Present: Amanda Makulec
RHINO Secretariat Present: Aimee Silva

The Board of Directors' Meeting was held remotely on January 26, 2016 via WebEx.

Summary of Action items

A summary of the **action items** from the meeting are as follows:

- **Regarding Overview of Activities:** Barbara Turner volunteered to send out a list of contacts in the Southeast Asia region (Cambodia, Laos, Myanmar, Vietnam, Bhutan, and Nepal) to the RHINO secretariat and to the board.
- **Regarding Update on Regionalization:** If Board Members have anything else to add to the context of regionalization, please e-mail the_rhino@jsi.com or theo_lippeveld@jsi.com.
- **Regarding Communications Update:** If there are any journal articles or grey literature that the board members or their colleagues would like to have added to the RHINO Resource Library, please send the article details to aimee_silva@jsi.com.
- **Regarding Communications Update:** Amanda Makulec will develop a costed plan for the Satellite Session and distribute it to the Board for review. The deadline for satellite sessions is 1 June 2016, though it's recommended to submit earlier to secure a spot.
  Regarding RHINO Secretariat:
    o Please send headshots and bio-blurbs to the Secretariat so they can be added to rhinonet.org.
    o Aimee Silva will send out a google list asking if board members have an alternate point of contact they wish to add.
    o Send any RHINO forum topics to Aimee Silva
    o Exchange member lists between RHINO and the AeHIN RHIS Focus Group
- **Regarding Re-election of Board Membership:** Theo to explore options regarding potential new World Bank board member. Board member recommendations are welcome

Detailed Meeting Minutes

1. **Welcome & Update**

The Board Chairman Theo Lippeveld welcomed everyone and started the meeting by giving brief introductions to all board members present. Jordan Tuchman (replacing Ann Lion), Sanjay Zodpey (replacing Sangeeta Singh) and Alvin Marcelo were introduced to the board.

2. **Minutes of last Board Meeting (June 2015)**

The Board Members proceeded to review the minutes from the last Board of Directors Meeting, June 8, 2015. No revisions to the minutes were recommended by Board Members.

3. **Meeting Agenda**

The Board Chairman introduced the agenda and invited the members to suggest other topics and/or make comments. He pointed out that the main focus of this meeting would be reviewing July-December RHINO activities, providing an update on the RHINO regionalization and revisiting the Communication Strategy. Lastly, we will discuss extensions and additions to the board, detailed notes are included below.*

RHINO Board elections were moved to 10:45am so that quorum would be met. This meeting was also changed to being remote due to inclement weather in Washington, DC.

4. **Overview of 2015 Activities (July – December 2015)**

Board Chairman Theo Lippeveld provided a handout with the summary of 2nd semester activities (see abridged version in Appendix 3). This handout included descriptions of RHINO's two forums, discussions with the AeHIN leadership and with the WHO Department of Health Statistics and Information Systems team, as well as an update on RHINO website redesign.

A RHIS Focus Group was created under AeHIN which will have functions similar to RHINO on RHIS advocacy and knowledge management. It is hoped that 20+ countries will join the the focus group. RHINO as a global advocacy and knowledge management network will continue with activities. But, activities such as regional forums will most likely gain more attendance and in crease country participation.

Barbara Turner commented on the regionalization of RHINO. She noted that it is a great idea and that to make a difference in RHIS we need more people involved. She also asked, "Is there an opportunity for some organizations who work in these countries (i.e. WHO) to exchange their experiences. Expand the regionalization to Africa?"

Sanjay Zodpey noted that PFHI would like to share their support.

Alvin gave an update on the AeHIN and asked to know which RHINO members are from Asian countries such as Cambodia, Laos, Myanmar, Vietnam, Bhutan, and Nepal?

Action item: Barbara Turner volunteered to send out a list of contacts to rest of board.

The meetings in Geneva in early December focused on consolidating the joint work on RHIS strengthening between WHO/Geneva and MEASURE Evaluation: the health facility information system toolkit; the RHIS basic curriculum, and the revision of the PRISM tools.

5. **Update on Regionalization of RHINO (discussion)**

Board Chairman Theo Lippeveld gave a brief overview on the status of the regionalization of RHINO and mentioned upcoming meetings at high level with WAHO in February. We hope to work with WAHO on RHIS strengthening via networking, testing out the RHIS basic curriculum, and testing the PRISM tools.

Jorn Braa and Jean Pierre agree that working with WAHO is important and mentioned wanting to include more francophone countries in our regionalization, such as central African countries (DRC, Rwanda, Burundi, and Madagascar.

Board Chairman Theo Lippeveld also stated that Southern Africa is a region where RHIS strengthening is needed with a focus on integration of HIV/AIDS services information. He is hopeful for a routine health information network to be created there. Board member Vince Shaw has promised with his NGO HISP South Africa to explore possibilities. Theo will keep the board informed of any upcoming meetings.

Action item: If Board Members have anything else to add to the context of regionalization, please e-mail the_rhino@jsi.com or theo_lippeveld@jsi.com.

Lastly, Alvin proposed creating a short course or global information that can be regionalized, containing the general concepts and principles (also in relation with the AeHIN DHIS2 working group).

6. **Update on RHINO Communications (presentation & discussion)**

Amanda Makulec, Communications Specialist, gave a RHINO communications update.

There were a number of key achievements relating to the Knowledge Management and Communications Strategy from July – December 2015. The RHINO listserv now consists of 927 members from more than 30 countries. There are now 1100 resource library articles listed on rhinonet.org. Aimee Silva and Amanda Makulec receive weekly updates from the JSI Librarian.

Action item: If there are any specific articles that the board wants us to add please e-mail aimee_silva@jsi.com.

Jason Smith commented on the updated RHINO website. He said that it is really important that we have a functioning and attractive website as the face of our network. It is the first place that people go, and he though it has been done very well.

Comments regarding the short discussion on the Health Systems Research Symposium Satellite Session:

- One challenge is that Vancouver, a far away Canadian location, is not convenient for all RHINOs, but given the infrequency of the event, it will be well attended and is worth considering. Vancouver does have reasonable proximity to our Pacific Rim colleagues, including those from AeHIN.
- Barbara Turner said that HSR is a good meeting that only happens every 2 years. She attended Cape Town and thought this would be an audience that understands the importance of routine health information systems. It also gets a fair amount of donor interest and isn't a huge ticket item.
- Jason Smith had some questions about Tableau. Proprietary can be a problem since you have to be willing to share your data.
- Amanda proposed approaching the Tableau Foundation to co-sponsor a satellite session on data visibility and use with RHINO. The focus would be an informed discussion and networking, not an invitation for a Tableau sales pitch.
- Jason feels "if there is any kind of downside to having RHINO associated with a proprietary software product, then the $3,000 isn't worth it."
- Board Chairman Theo Lippeveld said that this is a great opportunity and RHINO should have an exhibit. We can continue to talk about this in the upcoming months.
- Nancy Pielemeier made the comment that doing a satellite session in conjunction with other events is very appropriate. Although this may not be the best location, it is something we should consider.

Action item: Amanda Makulec will develop a costed plan for the Satellite Session and distribute it to the Board for review. The deadline for submission of satellite sessions is 1 June 2016, though it's recommended to submit earlier to secure a spot.

7. RHINO Secretariat

Aimee Silva provided a brief update on the finances of RHINO, both those funded through MEASURE Evaluation and those held by the NGO. She also proposed that the Board start considering alternative fundraising options. Any outreach opportunities would be welcomed.

It was decided that an earlier start time for the next RHINO Board meeting would be most beneficial for Board Members. Next meeting will begin at 8:00am EST to accommodate for the variety of time zones represented across the board.

Action Items:

- Please send headshots and bio-blurbs to the Secretariat so they can be added to rhinonet.org.
- Aimee Silva will send out a google list asking if board members have an alternate point of contact they wish to add.
- Send any RHINO forum topics to Aimee Silva

8. **Re-election of the Board Membership**

All the present Board Members supported the extension of the board terms for Nancy Pielemeier and Barbara Turner. Sally Stansfield could not attend this board meeting; therefore, the vote on her extension has been postponed to the next board meeting. The Chairman proposed three new board members be voted in for 2-year board terms: Jordan Tuchman (replacing Ann Lion at ABT Associates), Sanjay Zodpey (replacing Sangeeta Singh at PHFI/India) and Alvin Marcelo (AeHIN). All Board Members approved these additions.

Action Item: Theo to explore options regarding potential new World Bank board member. Board member recommendations are welcome.

The current list of RHINO Board members and current status of the board terms is provided in Appendix 1.

9. **Closure**
The Board Chairman notified the members that the RHINO secretariat plans to organize another board meeting within 6 months to follow up on the many ideas generated through this meeting. He closed the meeting at 12:00pm, thanking the Board Members for their participation.

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RHINO Secretariat

Appendix 1: RHINO Board Members' Current Status

Current Board Members		
Name	Organization	Term
Theo Lippeveld	John Snow, Inc.	December 2016
Jason Smith	UNC	June 2017
Jean-Pierre Delamalle	AEDES/Belgium	December 2016
Nancy Pielemeier	Independent	January 2018
Sally Stansfield	Deloitte Consultants	January 2016
Barbara Turner	URC	January 2018
Jordan Tuchman	ABT Associates	January 2018
Peter Speyer	IHME	June 2017
Vincent Shaw	HISP/South Africa	January 2016
Juan Eugenio Hernandez	INSP/Mexico	December 2016
Sanjay Zodpey	PHFI/India	January 2018
Andy Beke	University of Pretoria	June 2017
Jorn Braa	University of Oslo	June 2017
Alvin Marcelo	AeHIN	January 2018
Ex Officio Board members		
Kathy O'Neill	WHO	

Appendix 2: Board of Directors Meeting Agenda

ROUTINE HEALTH INFORMATION NETWORK
BOARD OF DIRECTORS MEETING,
January 26, 2016 at 10.00am EST
At JSI/DC Office, 16th Floor
1616 North Fort Myer Drive
Arlington, VA 22209
AGENDA

TIME	ITEM	DOC	PURPOSE
10:00 - 10:05	**Welcome and update** *Theo Lippeveld*		Information
10:05 - 10:15	**Minutes, Board Meeting, June 8, 2015** *Theo Lippeveld*	BD2014/3	Information
10:15 - 10:20	**Meeting Agenda** *Theo Lippeveld*	BD2016/1	Approval
10:20 - 11:00	**Overview 2nd semester 2015 activities** *Theo Lippeveld* Followed by discussions	BD2015/3	Information
11:00 - 11:15	**Update on RHINO decentralization** Followed by discussions *Theo Lippeveld*		Information
11:15 - 11:45	**Update on RHINO communications activities** *Amanda Makulec*		Information
11:45 - 11:55	**RHINO secretariat** Followed by discussion *Aimee Silva*		Information
11:55 - 12:00	**RHINO Board Elections** (including proposed new members) *Theo Lippeveld*		Approval
12:00 - 12:10	**Closure followed by Working Lunch**		Information

Appendix 3: Summary Activity Report

Summary Activity Report RHINO
July – December 2015

Between July 14 and 24, a RHINO Forum was organized on analysis and use of gender dis-aggregated data generated by RHIS. The forum was attended by 213 RHINO listserv members and was moderated by Jessica Fehringer and Brittany Schriver of the MEASURE Evaluation Gender team. A full transcript of the Forum proceedings is available on the RHINO website.

Between October 13 and 24, a RHINO Forum was organized on the use RHIS information and HIV service management. The Forum was attended by 114 RHINO listserv members and was moderated by Christina Delatorre and Kola Oyediran of the MEASURE Evaluation HIV and RHIS team. Generally the discussion addressed two issues: 1) how best to integrate HIV/AIDs and community data into a national RHIS; and 2) what the integration of services at the service delivery level implies in terms of integrated M&E systems.

In the context of the regionalization strategy of RHINO, discussions were held with the leadership of the Asia eHealth Information Network (AeHIN) on the creation of a RHIS subgroup. Theo Lippeveld and Hemali Kulitilaka of the MEASURE HSS Team gave a webinar presentation on September 29 to promote rationale for strengthening RHIS in the Asian region and to promote the creation of the RHIS subgroup. The actual establishment of the subgroup took place during a side meeting on October 29-30 at the AeHIN General Meeting in Bali (Indonesia). Representatives of more than 20 Asian countries attended the side meeting. The Public Health Organization of India (PHFI) will manage the new RHIS network. SEARO, the WHO Regional Office for South East Asia, has committed seed money to start the RHIS Focus Group under AeHIN.

Between December 1 and 4, a MEASURE Evaluation team met in Geneva with the WHO Department of Health Statistics and Information Systems team to discuss collaboration on RHIS strengthening. A joint work plan was developed with plans to work together on various RHIS tools and interventions, such as the revision of the PRISM tools, the development of a health facility and community information system toolkit, and the development of a standard basic RHIS curriculum. The possibility of posting a MEASURE Evaluation Advisor in Geneva will be explored.

The RHINO website was fully redesigned during this semester, including updated structure, content, and the visual look/feel. The new website provides enhanced features for member engagement (e.g. discussion board, blog) and is designed to be a hub of RHIS resources. It was launched on September 25th. The website updates were a joint investment by MEASURE and the RHINO NGO funds. More than 300 new publications were added to the RHINO Resource library, which has now more than a thousand publications listed.

New RHINO promotional materials were developed, including small cards that can be used for promoting the network at conferences and events.