MWANZA TEAM GROUP MEETING (GROUP 3)

DATE: 10/06/22

VENUE: DHSS OFFICE

TIME: 2PM TO 4PM

**CHAIR OF THE MEETING**

TAMARA MKANDAWIRE

**MEMBERS PHYSICALLY PRESENT**

HARRY PWATIKA

GLORIA KATEMA

DAWIRA PHIRI

WONGANI KUMWENDA

TAMARA MKANDAWIRE

**MEMBERS PRESENT THROUGH ONLINE**

Dr IREEN ZUZE

DIKIRANI CHANZA

WISDOM SALLY MZINGA

PILIRANI KANJOKA

**OBJECTIVES**

* State the team’s expectations, concerns and doubts regarding the LMRP
* Develop a schedule for the team meetings for each of the modules
* Select coordinators for each team meeting

**EXPECTED RESULTS**

* Summary of the team’s expectations and concerns
* Schedule of team meetings
* Coordinators for the teams meetings chosen

TEAM EXPECTATIONS

* By the end of this course we will get certificates of recognition
* By the end of this training we will learn and recall on data analysis techniques (use of SPSS)
* By the end of this course we will gain knowledge and improve on leadership skills on managing emergencies ( for example COVID-19 Pandemic)
* We will be equipped and learn how to coordinate and collaborate to make sure that the team has achieved its goals
* By the end of this training we expect to have all the modules for LMRP covered and apply all the knowledge gained
* By the end of this course we will experience online education and apply the knowledge in the future.
* We expect that by the end of all 6 modules we will have a team in Mwanza that will be able to handle pandemics without challenges
* By the end of this course we will gain knowledge and skill on resource mobilization towards pandemics
* By the end of learning all six modules we will and improve on health care delivery towards pandemics
* We expect to explore and learn more through exchange/learning visits across the regions
* By the end of this course we will have a colorful graduation outside the district

**CONCERNS**

* Problem with internet connectivity might interrupt learning process
* Problem to get bundle in time might also interfere with learning process
* Commitments of members to other duties might interfere with our weekly meetings

**DOUBTS**

* Fear if we will be able to complete the training ( six months is too long)
* If we might not have COVID-9 cases in the six months it means we will not be able to complete our module project

**ROLES OF THE COORDINATOR**

* Coordinate weekly activities and make sure that every member has completed all the activities assigned that week
* Organize the group meeting to ensure that all team members have done their individual work and reading before attending the meeting.
* Facilitate the meeting, following the meeting instructions, and trying to balance participation among all members.
* Summarize and document the results of the team meeting and send them to the facilitators.
* Communicate with the facilitators about any problems or absences of team members.
* Encourage members of the team to participate in the conversation in the Forum

**MWANZA WEEKLY MEETINGS SCHEDULE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| MODULE | TIME | WEEK | MEETING DATE | COORDINATOR |
| One | June 6 - 12 | One | June 9, 2022 | Tamara Mkandawire |
| Two | June 13 - 26 | One | June 23, 2022 | Wongani Kumwenda |
| Three | June 27 – July 17 | OneTwo | July 7,2022July 14, 2022 | Wisdom Sally MzingaDawira Phiri |
| Four | July 18 – Aug 7 | OneTwo | July 28,2022August 4, 2022 | Dr Ireen ZuzeGloria Jeremiah Kantema |
| Five | August 8 - 21 | One | Aug 18, 2022 | Pilirani Kanjoka |
| Six  | Aug 22 – Sept 11 | OneTwo | Sept 1, 2022Sept 8, 2022 | Dikirani ChadzaHarry Mpwatika |
| Seven | Sept 12 - 18 | One | Sept 15, 2022 | Tamara Mkandawire |

PLAN FOR NEXT MEETING

Date: 23 June, 2022

Coordinator: Wongani Kumwenda

Venue: Boardroom

Agenda: Team work activity

At 4pm meeting closed by the team leader (TAMARA MKANDAWIRE)