

Cluster:	Shelter and Non-Food Items		
Date of Meeting:	8 th May 2017	Time:	10am to 11am
Meeting Facilitator:	Dick Abel/Luke Johnston	Location:	MIPU Conference Room
Minutes Prepared By:	Luke Johnston		
1. Meeting Objective			
TC Donna: first response meeting			
<p>Meeting attendance:</p> <p>Erin Magee (AHC); Georgia Tacey (STC); Sandra Silas (CARE); Candice Holt (CARE); Guillaume CAISSE; Lynn and David Colbert (Butterfly trust); Yvana Taga (CARITAS); Francois Sail (FRC); Ted McDonnell (PWD Adviser); James Matariki (VANBAIA); Dick Abel (PWD); Luke Johnston (IFRC/ARC)</p>			
2. Agenda and Notes, Decisions, Issues			
Agenda	Note/Actions	Owner/Time	
1. Collation of Assessment reports from TORBA and any other provinces impacted	<p><u>Red Cross:</u> Initial reports from community reps say Torres islands 80% of houses have damage (200 houses)</p> <p><u>PWD:</u> Division officers on standby to join assessment teams - waiting for conditions to improve</p> <ul style="list-style-type: none"> - Henry Wells 5966070 based in SANMA hwells@vanuatu.com.vu - Fred Siba 5438302 MALAMPA fsiba@vanuatu.com.vu <p>Assessment team Shelter representation – Contact Henry and nominate 2 names to represent SC on assessment to TORBA.</p> <p><u>CARE:</u> Ensure Gender and Social inclusion in Shelter assessment form tool developed. Send to Luke for attachment to rapid assessment form</p> <p>We need a more detailed assessment tool for modern buildings –</p>	<p>Dick TODAY</p> <p>Candice TODAY</p> <p>Luke to follow up with Francois TODAY</p>	

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2. Partner response capacity	<p><u>Red Cross:</u> have pre-positioned in Santo: 304 Shelter kits 365 tarpaulin 4x6m 300+ NFI kits (kitchen and hygiene)</p> <p><u>Save the Children:</u> have stock in Port Vila as per Logs stock mapping</p> <p><u>Caritas:</u> have pre-positioned kits in Port Vila for 1,000 households</p> <p>Red Cross will lead distribution for first phase needs in TORBA; and Save and Caritas stock held in reserve for now pending further assesment and impact</p> <p>IFRC will prepare training materials to distribute with materials</p> <p>Evacuation Shelters – follow up on CCCM Cluster with NDMO</p> <p>Check with NDMO about policy of delivery with assessment teams</p>		
			Guillame TODAY
			Cluster Leads: 2PM TODAY at Intercluster
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3. Planning and logistics	Waiting for Logs Cluster meeting minutes <u>Red Cross</u> – NDMO have offered a ship to take supplies from Santo (Anglican?) need to confirm		Luke: Confirm with Logs Cluster/VRCS Logs officer
4. Further preparation (if required)	Pending further assesment information from Intercluster meeting at 2pm today and any further develoment of imapct of TC Donna		
5. AOB	None		
NEXT MEETING	Pending NDMO Intercluster meeting and further developments. Cluster members endorse the leads to make the decision on next meeting time and inform the cluster.		

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