

**Executive Committee Meeting, 31 October 2014  
Minutes**

Attended:	Apologies:	Secretariat
<p>Joanne Carter (Vice Chair) &amp; Delia Clayton Amy Bloom Cheryl Boon &amp; Gloria Wiseman Michael Kimerling &amp; Erika Arthun Paula Fujiwara Austin Obiefuna Aaron Oxley Thokozile Phiri-Nkhoma Victor Ramathesele Diana Weil (representing Mario Raviglione)</p>	<p>Cheri Vincent</p>	<p>Lucica Ditiu Shirley Bennett</p> <p><i>The Global Fund to Fight AIDS, Tuberculosis and Malaria</i> Lisa Leenhouts-Martin</p>
Minutes of Discussion		Outcome
<p><b>1. TB Situation Room</b></p>		
<p>The Executive Committee was given an update of the work of the TB Situation Room since the Board meeting, July 2014. There are five TB Situation Room Work-streams: (i) New Funding Model Concept Notes; (ii) TB –HIV; (iii) Prioritization; (iv) Dashboard and (v) Existing Grants.</p> <p>In Waves 1-4 there have been 45 concept note submissions for TB and TB/HIV. Looking forward there are 42 expected concept note submissions for TB and TB/HIV in Waves 5 and 6.</p> <p>The Executive Committee welcomed the update and recognized the progress made to date, encouraging the overall work of the Situation Room.</p> <p>The Executive Committee recognized the importance of measuring key data for TB grants in order to inform overall progress on TB and expressed interest in issuing a statement to the Global Fund noting the importance of accurate and up-to-date data.</p> <p>The Executive Committee recognized the need help support countries in prioritization in TB. It also expressed an interest in providing feedback on priority countries for Situation Room work.</p>		<ul style="list-style-type: none"> <li>• The Executive Committee will issue a statement to the Global Fund stressing the importance of accurate and up-to-date data for use in the work of the TB Situation Room.</li> <li>• The Executive Committee will provide feedback on priority countries for Situation Room work, based on the countries anticipated to submit TB or TB-HIV Concept Notes in Waves 5-6 in early 2015.</li> <li>• The Executive Committee requests that the Situation Room provide regular updates on any</li> </ul>

<p>The Executive Committee noted the lessons learned from the Global Fund Technical Review Panel, including the need for ambitious target-setting in new TB grants and support for countries to better prioritize.</p> <p>The Executive Committee also acknowledged the need to track data to inform the allocation formula for the next cycle of the new funding model.</p> <p>The Executive Committee recognized the convening power of the TB Situation Room and urged, whenever possible, to bring key country partners including representatives of civil society, to the table to identify bottlenecks as well as solutions.</p> <p>The Executive Committee expressed an interest in receiving future TB Situation Room updates at Executive Committee sessions.</p>	<p>changes in prevalence data.</p> <ul style="list-style-type: none"> <li>The Executive Committee asks to receive updates on TB Situation Room progress.</li> </ul>
<p><b>2. Transition to UNOPS</b></p>	
<p>The Secretariat reported the following updates on the transition:</p> <ul style="list-style-type: none"> <li>The transfer agreement (Exchange of Letters) between UNOPs and WHO has been signed by WHO. It is expected that UNOPS will sign the agreement next week (the week of 3 November 2014).</li> <li>The memo from the Executive Secretary to WHO/DG requesting WHO abolish Stop TB Partnership posts within WHO for staff to transfer to UNOPS has been signed by the Director General.</li> <li>Individual letters of offer to staff as well as WHO letters informing staff of their options within WHO are expected to be sent to staff by 14 November 2014.</li> <li>UNOPS has conducted three procurement processes for office set-up (i) to procure office furniture; (ii) IT services including firewall, network, internet, teleconference as well as IT support (iii) Stop TB Partnership website hosting. Contracts for these services are ready for signature and will be issued as soon as UNOPS signs the Exchange of Letters.</li> <li>Office hours have been established for the UNOPS transition manager and the Stop TB Partnership transition focal point for staff to drop in and ask questions regarding the transition. A number of Secretariat staff has taken advantage of this opportunity.</li> <li>Over the next couple of weeks, focus will be on transferring contracts, long term agreements and grants. Contact has been</li> </ul>	<ul style="list-style-type: none"> <li>The Executive Committee welcomed the update.</li> </ul>

<p>made with all donors about modalities to transfer donor agreements. Donor money can be transferred from WHO to UNOPS only with the consent of the donor. The Secretariat requested all donors to expedite any requests from UNOPS to ensure no delay in transferring money to UNOPS.</p>	
<p><b>3. Vacant Seats on the Board</b></p>	
<p>The Board consists of 26-28 members and is composed of a mix of fixed and rotating seats.</p> <p>The composition is as follows:</p> <p><u>Fixed Seats</u></p> <ul style="list-style-type: none"> <li>• Donor: USAID, DFATD and Netherlands/UK</li> <li>• Foundations: Bill and Melinda Gates Foundation</li> <li>• Multilateral: Global Fund, WHO, World Bank and UNAIDS</li> <li>• Technical Agencies: two seats shared amongst CDC, the Union and KNCV</li> </ul> <p><u>Rotating Seats</u></p> <ul style="list-style-type: none"> <li>• Two Working Groups representatives (one from research and one from implementing Working Groups)</li> <li>• Developed Country NGO</li> <li>• Developing Country NGO</li> <li>• Two representatives of TB Affected Communities</li> <li>• Private Sector</li> <li>• Six seats for TB Affected Country (Brazil, India, Mozambique)</li> <li>• Two Flexible seats</li> </ul> <p>Currently vacant are three seats for TB Affected Country and two flexible seats.</p> <p><u>TB Affected Country Seats</u></p> <p>Of the six TB Affected Country seats, three are currently filled by Brazil, India and Mozambique. The Executive Committee discussed the analysis conducted by the Secretariat on the top 15 potential countries to join the Board.</p> <p>The Executive Committee agreed that countries should be invited to join the Board. The Executive Committee also agreed that it is important to ensure representation of TB Affected Countries at the Board meetings. As such, invitations to join the Board will be sent to Nigeria and Indonesia. If Nigeria or Indonesia cannot or do not wish to join the Board, invitations will be sent to Ethiopia or Bangladesh.</p>	<ul style="list-style-type: none"> <li>• The Secretariat is requested to conduct further analysis of Eastern European representation of TB Affected Countries on the Board.</li> <li>• The Executive Committee requests that the Secretariat send out invitations to the next Board meeting as soon as possible to ensure full participation by Board members, new Board members and observers.</li> <li>• The Secretariat should also send invitations to GAVI and IOM to attend the next Board meeting as observers.</li> </ul>

<p>The Executive Committee recognized the importance of having Eastern European representation on the Board, and requested that the Secretariat prioritize a list of candidate countries for the Eastern European TB Affected seat for consideration for the next scheduled Executive Committee monthly teleconference.</p> <p>The Executive Committee agreed that a range of country observers should be invited to attend Board meetings and requested invitations be sent to Australia, DRC, France, Germany and Senegal for the next Board meeting.</p> <p><u>Open Seats</u></p> <p>The open seats are available to the Board if required to fill skill-set gaps, represent organizations that are not in the constituencies, or incentivize new public or private donors. It is not expected that these seats will always be filled, but rather that they will provide the Board an opportunity to include new and needed voices as easily and quickly as possible. The Stop TB Partnership has received two expressions of interest, from GAVI and the International Office of Migration (IOM) in joining the Board. These organizations could be considered to fill the open seats. The Executive Committee agreed that both GAVI and IOM should be invited to attend the next Board meeting as observers, recognizing attendance as an observer at a Board meeting is not an automatic road to full Board membership.</p> <p>The Executive Committee agreed that the open seats on the Board be discussed at the next Board meeting based on an analysis of gaps on the Board as well as nominations from Board members for the open seats.</p>	
<p><b>4. 26<sup>th</sup> Coordinating Board Meeting – Paris, France</b></p>	
<p>The Executive Committee would like to discuss the draft agenda for the 26th Stop TB Partnership Coordinating Board meeting during the next scheduled monthly teleconference.</p>	<ul style="list-style-type: none"> <li>• The Secretariat is requested to make changes to the draft agenda in advance of the next EC teleconference.</li> <li>• The Secretariat is also requested to consider the impact of decisions by the Executive Committee on the budget for the next Coordinating Board meeting.</li> </ul>