



MEETING MINUTES OF EXECUTIVE COMMITTEE MEETING

1. INPUT FIELDS INDICATED BY YELLOW BOXES

MEETING DETAILS			(Place "x" in the Relevant Box)	
LOCATION/VENUE	1 ST Floor CCM Secretariat Meeting Room, MoH			
MEETING NUMBER	1st	TOTAL NUMBER OF PARTICIPANTS/ (INCLUDING ALTERNATIVES & CCM SECRETARIAT STAFF)	EX-COM MEMBERS	4
DATE (dd.mm.yy)	20/02/2015		ALTERNATIVE OF EX-COM	
MEETING SCHEDULE START	14:00		CCM SECRETARIAT STAFFS	4
MEETING ACTUAL STARTED	14:15		OTHERS	4
MEETING ACTUAL ENDED	15:51		TOTAL	12
DETAILS OF PERSON				
HIS / HER NAME & ORGANIZATION	First Name	Mr. Lytou	MEETING TYPE	
	Family Name	Bouapao	Regular Meeting	x
	Position/Title	Vice-Minister	Extra-ordinary Meeting	
	Organization	MES	Other Meeting	
HIS / HER ROLE ON THE MEETING	Chair	x	LFA	
	Vice-Chair		FPM / PO	
	CCM Member		OTHERS	
	Alternate		NONE	

2. AGENDA OF THE MEETING

AGENDA SUMMARY		
AGENDA ITEM N°.	WRITE THE AGENDA TITLE OF EACH AGENDA ITEM/TOPIC	Responsible Person
Agenda Item #1	Follow up on RAI project <ul style="list-style-type: none"> • Update 5th RAI RSC meeting on 9 April 2015 • Collaboration between RSC and national CCMs • Alignment of RAI project and TFM malaria 	RAI Focal Point
Agenda Item #2	Follow up Oversight Plan <ul style="list-style-type: none"> • Next OC meeting on 25 or 26 February 2015 • Site visit in March 2015 	CCM Secretariat
Agenda Item #3	Update on Concept Notes submission <ul style="list-style-type: none"> • Resubmit Malaria Concept Note <ul style="list-style-type: none"> ➢ Need a note from the CCM Chair to indicate “no objection” or “in agreement” with the concept note iteration. • Others (TB, HIV, HSS) 	CCM Secretariat

3. MINUTES OF EACH AGENDA ITEM

Agenda Item #1	Follow up on RAI project
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
<p>The RAI Country Focal Point presented the overview of RAI project and reprogramming for Lao PDR, as below:</p> <ul style="list-style-type: none"> • Goal: <ul style="list-style-type: none"> - To contribute to the elimination of Falciparum Malaria in the GMSR and to prevent the emergence or spread of Artemisinin resistance to new areas. • Objectives: <ul style="list-style-type: none"> - To ensure high level of usage and coverage of insecticide treated bed nets - To provide universal access to quality diagnosis and treatment - To halt marketing and sale of oral Artemisinin monotherapies - To closely monitor trends in malaria cases, to identify and take action to control outbreaks, and to undertake TES in sentinel sites • Reprogramming Priorities <ul style="list-style-type: none"> - Artemisinin resistance reported in Champasak province – Tier 1 now <ul style="list-style-type: none"> ✓ Need to expand RAI activities to all provinces bordering CPS ✓ Now four provinces and 27 districts ✓ Need to use saving from 2014 to expand activities geographically • Need to improve stock manage <ul style="list-style-type: none"> - mSupply now included in RAI budget (\$318,654) • Summary Budget for Reprogramming 2015 to 2016 <ul style="list-style-type: none"> - Total budget for 2015 = 1,761,692.28 - Total budget for 2016 = 1,561,186.72 <li style="padding-left: 40px;">Grand total = 3,322,879.00 <p>Summary key discussion points:</p>	

- RAI budget negotiation for year 2 will be taken place in Bangkok on 4 March 2015
- The Regional PR of RAI project needs a letter support from the CCM to indicate the CCM agreement with the proposed RAI reprogramming. The Ex-Com proposed that the RAI reprogramming should be reviewed by the Oversight Committee before the letter of support will be issued.
- The 5th meeting of the RAI Regional Steering Committee (RSC) will be held in Vientiane on 9 April 2015. The CCM Chair and Deputy Chair are invited to attend the meeting as an observer. The RSC also proposed to have a brief meeting between the RSC and CCM on 8 April 2015. The Ex-Com accepted the invitation and agreed to have a brief meeting on 8 April.

DICISIONS MADE

Decision:

- The meeting agreed that the proposal of RAI reprogramming should be reviewed in the next Oversight Committee (OC) meeting. Subject to the agreement of the OC, the letter of support from the CCM chair will be issued and sent to the Regional PR.
- The CCM Chair and Deputy Chair will attend the incoming RSC meeting.
- The Ex-Com agreed to have a brief meeting with RSC on 8 April 2015 in the afternoon.

Agenda Item #2	Follow up Oversight Plan
----------------	---------------------------------

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

- The CCM Sec TA informed the meeting on the next Oversight Committee will be take place on 26 February 2015 to discuss more detail Oversight Plan, CCM field visit, update PUDR and Program Dashboard, and RAI reprogramming.

DICISIONS MADE

Decision:

- The meeting agreed to convene a meeting of the Oversight Committee on 26 February 2015.

Agenda Item #3	Update on Concept Notes submission
----------------	---

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The CCM Sec TA provided update on a status of the concept notes submission:

- The Tuberculosis concept note was approved by the TRP. The TB center and PR are currently arranging the grant documents with the Global Fund team.
- The HIV and HSS concept notes were submitted as scheduled. Some initial comments were received from the Global Fund team and both HIV and HSS teams have responded accordingly.
- The Malaria concept note will be resubmitted by 27 February 2015 and a letter of agreement for resubmission of Malaria concept note from the CCM Chair is needed.

DICISIONS MADE

Decision:


- The letter of agreement from the CCM Chair will be signed and uploaded into the Grant Management Platform.

Item #3	signed and uploaded into the Grant Management Platform.		21/02/15
---------	---	--	----------

5. NEXT MEETING

LOCATION/VENUE	
DATE:	
TIME	

6. EX-COM MINUTES PREPARED BY:

TYPE/PRINT NAME	Phouvichit XONGMIXAY/ Budhsalee RATTANA	DATE:	23/03/2015
FUNTION/ POSITION	Technical Assistant / Coordinator Assistant	SIGNATURE	

7. EX-COM MINUTES APPROVED BY:

TYPE/PRINT NAME		DATE:	
FUNTION/ POSITION		SIGNATURE	