

**Minutes of the OC**  
**27<sup>th</sup> June 2012, CCM sec meeting room**

**Meeting: 13:30-17:00pm**

**Chair Person:** Dr. Philaysack

**Present:**, Mr. Pascal Stenier, Dr. Soulany, Mr Tomas D'Agnes, Mr Andy Featherstone (STC), Dr. Dominique

**Excused:** Dr Nao, Mr. Kinoy

**PR and SRs:** Dr Chanmy, Mr Fabrice, Mrs Nancy,

**Other:** Dr Bouasy CMPE, Dr Chandavone, HCD, Ms ?? (TB USAID), M. Valeria (HSS/WHO)

**CCM Sec:** Ms Vansaly, M Sony, Dr Marlon CCM adviser

**Agenda:**

1. Endorsement of previous Minutes, Agenda & quorum verification: OC chair
2. Reprogramming M7/Y5
3. Update of OIG recommendations
4. Revise of distribution list of HSS component of HIVSSF
5. Define Points to be discussed with FPM
6. HIVSSF Management letter
7. PSM country Profile Update
8. AOB
- ✓ Define CCM meeting agenda points
- ✓ Site visits: TOR & invitation
9. Closing

Summary of the OC meeting 27 <sup>th</sup> June 2012			
No	ISSUES	Actions	Actions to be taken
1.	The previous OC meeting minutes sent previously by email were endorsed		
	✓ Agenda was reviewed and adopted with minor changes: Define Point to be discussed with FPM was moved from AOB.		
	✓ Quorum is reached		

<p>2. Reprogramming M7/Y5</p>	<ul style="list-style-type: none"> <li>• <b>CMPE representative:</b> introduced the background and rationale for the reprogramming as: <ul style="list-style-type: none"> <li>- increase of coverage of bed-nets</li> <li>- Increase of Procurement of ACT/ARTs injectable,</li> <li>- Improvement of MIS</li> <li>- Extension of TA for second stratification</li> <li>- New TA to write the “10 years report of Malaria control program”.</li> </ul> <p>Several tables with savings from phase one until Y4 as well as the activities and amounts to carry on and/or reprogramming in Y5 were presented (see ppt)</p> </li> <li>• <b>OC members:</b> considered that available information is not clear and there is some confusion in reported savings: not clear if data is only for Y4 or Y1-Y4?. Some lines as Training and TA need more information as TOR, length etc.. In this situation OC can't advise to CCM to endorse the request. Therefore OC has requested to PR/CMPE to summarize in one table the expenditures from Y1-Y4, savings of Y4, original Y5 and new amounts to reprogram in Y5 and send this table back to OC by mail tomorrow. OC gave a draft example of table to CMPE</li> <li>• <b>Conclusion:</b> OC can't advice the CCM with the information presented today and is conditioning the submission of the reprogramming request to the availability of the requested table before the next CCM meeting.</li> <li>• The Dashboard for malaria R7 (until 12/2011) was quickly reviewed trying to get more information to analyze the financial reprogramming. OC found that the presented DB do not provide all necessary info but some could be available in next ones ( ex: programmatic), its agreed to have quarterly DB.</li> </ul>	<ul style="list-style-type: none"> <li>• CMPE/PR is to prepare the information requested by the OC and submit tomorrow.</li> <li>• After receiving the information the OC will provide advice to CCM by mail.</li> </ul>
<p>3. Update of OIG recommendations</p>	<ul style="list-style-type: none"> <li>• <b>PR representative:</b> informed about the recommendations that need further clarifications with GF (number 5 and 6) as well as PSI claims for reimbursements.</li> <li>• OC members: requested to PR to provide a report during the next CCM</li> </ul>	<ul style="list-style-type: none"> <li>• PR to prepare and present the report to CCM in next meeting.</li> </ul>
<p>4. Revise the distribution list of HCD/HSS component of HIVSSF</p>	<ul style="list-style-type: none"> <li>• <b>Dr Chandavone;</b> from HCD, presented the original proposal as well as the list of concerned health structures (see ppt). She explained that global fund has not provided official letter requesting the reduction of structures to be renovated. She presented the proposition of new reallocation of goods.</li> <li>• <b>OC members:</b> have requested if a need assessment in vehicles and motorbikes including contribution of other</li> </ul>	<ul style="list-style-type: none"> <li>• OC will request more information to FPM and integrate this update in the final advice to CCM.</li> <li>• OC can't take this decision and HCD</li> </ul>

	<p>partners has been performed or not?</p> <ul style="list-style-type: none"> <li>• <b>DR Chandavone:</b> Yes, DOP gas performed a mapping. However need to be updated and some donors aren't included yet.</li> <li>• <b>Conclusion:</b> If the GF agrees with the recommendation of HIV external review in order to reduce the number of structures then OC will advise the CCM to endorse the revision as requested by HCD. OC asked Dr Chandavone to present the request during the CCM meeting and bring the mapping to the meeting in case of this is requested..</li> </ul>	is to present the request during the CCM meeting
5. Define Points to be discussed with FPM	<ul style="list-style-type: none"> <li>• <b>CCM adviser:</b> in preparing the FPM visit , the OC has requested a meeting to discuss several points, some have been already proposed by OC: <ol style="list-style-type: none"> <li>1. SOP for communication between FPM and PR/OC/CCM sec and LFA <ol style="list-style-type: none"> <li>a. Presentation of previous agreement with FPM (by OC)</li> </ol> </li> <li>2. OIG final response feedback <ol style="list-style-type: none"> <li>a. Request to update</li> <li>b. Review the status of some as: salary scale</li> </ol> </li> <li>3. Request Feedback of HIVSSF second commitment request</li> <li>4. Request Feedback of TFM Malaria request</li> <li>5. Dr. Dominique request to add the Management letter and the approval of the PSM plan.</li> <li>6. TA plan.</li> </ol> <p><b>Conclusion:</b> Concerning the OIG recommendation for the salary scale: it's not clear for OC members whether the CCM can approve such kind of policy or not therefore it's advised to have this discussion with the FPM team.</p> </li> </ul>	<ul style="list-style-type: none"> <li>• CCM sec is to share the list of points with OC members by mail and update it if necessary before the meeting with FPM.</li> </ul>
7. PSM country Profile Update	<ul style="list-style-type: none"> <li>• <b>Dr Dominique</b> informed about the deadline for the submission of the PSM country profile in 15 July 2012 and request to re-call the SRs to provide their feedback and information concerning the updates..</li> </ul>	<ul style="list-style-type: none"> <li>• PR/CCM sec is to remind the SRs of HIVSSF to send their update to Dr Dominique before the deadline.</li> </ul>
<b>AOB:</b>	<ul style="list-style-type: none"> <li>• Proposed agenda for CCM meeting in 10 July 2012 sent by mail but any feedback until now. The agenda will be updated with the points included today.</li> <li>• Site visit was not discussed and is to carry forward as decided in last OC meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Final agenda for CCM is to be send by CCM sec to OC members and update if necessary</li> </ul>

Chair



Note takers:

