

MEETING MINUTES OF EXECUTIVE COMMITTEE AND OVERSIGHT COMMITTEE MEETING

1. INPUT FIELDS INDICATED BY YELLOW BOXES

MEETING DETAILS		(Place "x" in the Relevant Box)			
LOCATION/VENUE	3rd Floor Meeting Room, MoH				
MEETING NUMBER	NA	TOTAL NUMBER OF PARTICIPANTS/ (INCLUDING ALTERNATIVES & CCM SECRETARIAT STAFF)	EXCOM MEMBERS	01	
DATE (dd.mm.yy)	15/06/2018		OC MEMBERS	04	
MEETING SCHEDULE START	13:00		CCM SECRETARIAT STAFFS	3	
MEETING ACTUAL STARTED	13:21		OTHERS	14	
MEETING ACTUAL ENDED	14:50		TOTAL	22	
DETAILS OF PERSON WHO CHAIRED THE MEETING			MEETING TYPE		
HIS / HER NAME & ORGANIZATION	First Name	Dr. Juliet FLEISCHL		Regular Meeting	
	Family Name			Extra-ordinary Meeting	
	Position/Title	ExCom vice-chair		Other Meeting	
	Organization	WHO			
HIS / HER ROLE ON THE MEETING	Chair	X	GLOBAL FUND SECRETARIAT / LFA ATTENDANCE AT THE MEETING	LFA	X
	Vice-Chair			FPM / PO	X
	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	Debrief on results of Senior Fund Portfolio Manager's visit for RAI2E Project.	RAI SFPM
Agenda Item #2	Presentation on the current Malaria data through DHIS2.	CMPE/ WHO TA
Agenda Item #3	Prepare for the next oversight field visit.	CCM secretariat

3. MINUTES OF EACH AGENDA ITEM

Agenda Item #1	Debrief on results of Senior Fund Portfolio Manager's visit for RAI2E Project
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
<p>SFPM for RAI visited Lao PDR from 13-15 June 2018. She acknowledged and congratulated Lao PDR that the RAI01 project performance was achieved well and the funding absorption was the best among all five countries; it has been shown that Lao PDR will be one of the potential candidates to actually eliminate malaria in the region. She also informed the next meeting of RAI Regional Steering Committee (RSC) that will take place in Laos in coming November 2018 and this RSC probably take a site visit. The results of her visit can be summarized as follows:</p>	
<p>1. New policy of the Global Fund:</p> <p>Currently, the Global Fund has around 4 billion dollars saving in their bank account and the board mentioned that this amount cannot be fulfilled with the existed priorities of many countries particularly in Africa that needs a lot of funding to implement HIV, TB and malaria activities. Therefore the Global Fund came out with the new policy called Fund Portfolio Optimization Mechanism, it meant that GF will conduct in-depth review of the fund absorption of each country- year basis to determine how much money has been spent and unspent in a country and then the GF will pool the whole funding and allocate to the other countries. The funding allocation to Laos will be based on performance and funding adsorption. The GF will send a note to CCM Ex-Com after this visit about specific information and issues have to be together addressed.</p>	

2. HPA grant delayed implementation:

The HPA has not got an approval for their MOU to start the RAI grant and this issue has been already presented to the Minister of Health for letting him know and assists to speed up the processes, of course, this delayed grant implementation will be impacted by both programme and financial matters and hopefully this issue will be solved as soon as possible.

3. Fund Flows (FFs):

As you may know that there was a suggestion earlier or late last year about fund flows to be channelled through MOF. The processes were delayed in terms of decision-making in June 2018, RAI SFPM already spoke with PMU about how the new FF mechanisms would work after June 2018 and the explanation was provided by PMU has not been cleared yet. GF is also unclear yet about what level that MOF will be involved in approval processes to the GF disbursement until we have received clear documents on how this arrangement is going to work out, whether no clear documents provided to the GF, we will consider that such new FF arrangements are not approved for many reasons. In case the new FF arrangements through MOF are not approved by GF, the disbursement of Q3 will be made using the existing mechanism.

Key comments were as follows:

- PMU noted that MOH DOF already held a discussion meeting with MOF to address FFs issues after June 2018 and the meeting minutes will be translated into English and will share with GF and UNOPs. The bank account of HIV, TB and Malaria were opened at the National Bank of Lao PDR (BOL) and for the details of FF processes will be developed by MOH;
- RAI SFPM mentioned that the final new FFs arrangements has to be approved by GF first before implementation; this new FFs mechanism will be reviewed by GF once GF has received this document and probably questions might come back to MOH, but this new FFs seem not to be happened right now. The potential amendment of grant agreement will be taken if it has a co-chair responsibility by 2 ministries;
- The chair noted that:
 - If FFs through the BOL will not happen in the first July 2018, there is more chance that our funding will go to other countries. So it is really important to discuss and make it very clear to DOF MOH staff to understand the issue before RAI SFPM departure;
 - If the FFs is not communicated urgently through CCM and higher levels, the grants of Malaria, HIV and TB will be stopped disbursement on the first of July 2018;
 - PMU and CCM secretariat are suggested to find an opportunity and arrange a discussion meeting at a higher level now to solve this FFs issue;
- DOF representative noted that
 - Based on ODA management system all grants have to channel through BOL first and then transfer it to project account. The new bank account was opened at BOL is belong to MOF;
 - DOF will contact relevant departments of MOF for providing explanation letter about FFs to GF for further consideration. DOF will bring this issue and feedback to MOF;
 - In the view of DOF, this new FFs cannot be applied until getting an approval from both sides;
- RAI SFPM will send immediately a follow-up letter to CCM Ex-Com in terms of FFs mechanisms taken through the National Bank of the Lao PDR (BOL) and indicates conditions and reasons of the fund flows will be continued as the same mechanism until the new fund flows mechanism is finally approved by GF;
- UNOPs representative acknowledged that:
 - For regional component grant: UNOPS requested the Director of the International Relation Division (IRD) of MOH to provide HPA with a bridging letter while waiting for MOU approval, this bridging letter will reduce the delays in implementation and the IRD suggested HPA submits the request for the bridging letter in consultation with PMU and MOH. Let HPA follows up on this matter.
 - The legal aspect if the new bank account belongs to MOF, the disbursement cannot be made to another entities as not defined in the signed grant agreement with UNOPS;
- Representative of HPA: MOU processes have been already approved from local level and now the MOU is at MOH and hopefully this MOU will be submitted to MOFA for further approval soon;

Decisions

- RAI SFPM will send immediately a letter to CCM Ex-Com outlining the list of conditions met and outlined in the grant agreement for the FFs taken through BOL and the FFs will be continued as the present mechanism until the new FFs is approved by GF;

- PMU and DOF to find an opportunity and arrange a discussion meeting at a higher level now to urgently solve this FFs issue.

Agenda Item #2 Presentation on the current Malaria data through DHIS2

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

The WHO TA briefly presented the DHIS2 system and some progress made on Malaria programme mainly for key activities and areas implemented. The partners and CMPE have been working to develop standard dashboard to help to monitoring implementation of key activities at national, provincial and district levels. Each province has an individual dashboard for updating cases occurred in their province. The staff at national, provincial and district levels have been trained for using this software especially for the data interpretation for further usage.

Key comments were as follows:

- Representative of HPA noted that how the five-year appraisal has been established?
- RAI SFPM noted that there is a regional database managed by WHO that funded by RAI and how this DHIS2 links with that one?
- The WHO TA mentioned that the number of cases occurred has been accumulated in the DHIS2 system for the past 3 years or 5 years, therefore we can look information back and use this information for future projection as well. The regional WHO Office also provides a monthly spreadsheet to be completed for them, so all data obtained in this spreadsheet must be agreed by MOH first.

Decisions

No decision

Agenda Item #3 Prepare for the next oversight field visit

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

CCM secretariat briefly presented the oversight field visit arrangement of the second field visit will shift from Oudomxay Province to LPB province due to the road to Oudomxay province is not convenience as rainy season occurred. The CCM secretariat is pleased to invite CCM members, PR, NP and CSO to join us. No objection raised from the meeting with regards to the shifting place of the visit.

Decisions

No decision

Agenda Item #4 AOB and close meeting.

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

4 Fund Portfolio Managers:

The chair noted that currently Laos has one national PR for HIV & TB grants and one regional PR for Malaria grant and soon Laos will have two new Fund Portfolio Managers (FPMs) for the regional TB & Migrants and HIV grants. This means that Laos will need to accommodate four SFPMs as each grant has a different fund portfolio manager. Therefore it will be very difficult for the senior MOH staff and CCM to meet with such four FPMs at four different times and it will increase transactions cost management to the CCM, Ex-Com and OC members including CCM secretariat and PMU.

Key comments were as follows:

- PMU noted that it will be overload for working with different fund portfolio but whether the current structure is maintained by decentralizing the roles and responsibilities of each national grant to each national program;
- The chair noted that there are still the weaknesses at programme level for providing a report and for the FFs may not be managed by program;
- CCM secretariat noted that it will be really difficult for dealing with many PRs and mechanisms of four fund portfolios. This issue has been already reported to Minister of Health by Patricia from her last visit and Minister will bring this issue for a discussion in Geneva. The first integration should be made at the regional level rather than national level;
- UNOPS Representative suggested to consolidate management aspects rather than create more management mechanisms but the consolidation should come from GF side as well;

Shuffling SFPM:

The SFPM for the HIV and TB grants has been shifted from Patricia Kehoe to Elin Bos. Elin Bos has planned to visit Laos during 26-29 June 2018 but it will be overlapped with the scheduled oversight field visit in LPB. Therefore, the CCM secretariat proposed her to visit Laos in the second week of July 2018 but it is not convenient for her, and then she proposed the visit timeline for 24-27 July 2018.

Decisions

No decision

4. SUMMARY OF DECISIONS AND ACTION POINTS

AGENDA ITEM N°.	WRITE IN DETAIL THE DECISIONS	KEY PERSON RESPONSIBLE	DUE DATE
Agenda Item #1	<ul style="list-style-type: none"> RAI SFPM will send immediately a letter to CCM Ex-Com outlining the list of conditions met and outlined in the grant agreement for the FFs taken through BOL and the FFs will be continued as the present mechanism until the new FFs is approved by GF; PMU and DOF to find an opportunity and arrange a discussion meeting at a higher level now to urgently solve this FFs issue. 		

AGENDA ITEM N°.	WRITE IN DETAIL THE DECISIONS	KEY PERSON RESPONSIBLE	DUE DATE
Agenda Item #2	No decision		

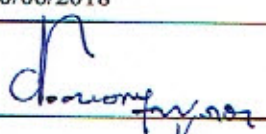
AGENDA ITEM N°.	WRITE IN DETAIL THE DECISIONS	KEY PERSON RESPONSIBLE	DUE DATE
Agenda Item #3	No decision		

AGENDA ITEM N°.	WRITE IN DETAIL THE DECISIONS	KEY PERSON RESPONSIBLE	DUE DATE
Agenda Item #4	No decision		

5. NEXT MEETING

LOCATION/VENUE	
DATE:	
TIME	

6. EX-COM MINUTES PREPARED BY:

TYPE/PRINT NAME	Noukorn Thalangsy	DATE:	20/06/2018
FUNTION/ POSITION	Coordinator and Finance Officer	SIGNATURE	

7. MINUTES APPROVED BY:

TYPE/PRINT NAME	Dr. Juliet FLEISCHL	DATE:	20/06/2018
FUNTION/ POSITION	ExCom Vice-Chair	SIGNATURE	