

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		1st Floor Meeting Room, CCM Secretariat, MOH				
MEETING NUMBER	NA	TOTAL NUMBER OF PARTICIPANTS/ (INCLUDING ALTERNATIVES & CCM SECRETARIAT STAFF)	EXCOM MEMBERS	3		
DATE (dd.mm.yy)	01/12/2023		OC MEMBERS	6		
MEETING SCHEDULE START	13:30		RMC MEMBERS			
MEETING ACTUAL STARTED	16:30		OTHERS INCLUDING CCM SECRETARIAT STAFF	17		
MEETING ACTUAL ENDED	16:30		TOTAL (Including online)	27		
DETAILS OF PERSON WHO CHAIRED THE MEETING					MEETING TYPE	
HIS / HER NAME & ORGANIZATION	First Name	Dr. Ying-Ru				
	Family Name	Jacqueline Lo		Regular Meeting	x	
	Position/Title	Representative of WHO		Extra-ordinary Meeting		
	Organization	WHO		Other Meeting		
HIS / HER ROLE ON THE MEETING	Chair		GLOBAL FUND SECRETARIAT / LFA ATTENDANCE AT THE MEETING	LFA	x	
	Vice-Chair	x		FPM / PO	x	
	CCM Member			OTHERS	x	
	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	1. Report on the Results of Oversight Field Visit (OFV) in Borlikhamxay Province during 6-10 Nov 2023 <ul style="list-style-type: none"> Representative of the OFV team will present the report 	Representative of the OFV team
Agenda Item #2	2. Preparation of the progress update on the implementation of the Global Grants and update on preparation of the documents for signing a new funding request with the Global Fund for HIV, TB and Malaria in order to present to the CCM Plenary Meeting on December 12, 2023. <ul style="list-style-type: none"> Representative from (PR UNOPS) and National Programs (CMPE) will provide progress update on RAI4E Representative from (PR DPF) and National Programs (CHAS and NTC) will provide progress update on implementation of the Global Fund grants on TB and HIV; Representative from (PR DPF) will provide progress update on implementation of the Global Fund grants on C19RM; 	PRs/National Programs Representatives
Agenda Item #3	3. AOB and close the meeting.	Chair

3. MINUTES OF EACH AGENDA ITEM

Agenda Item #1	Report on the Results of Oversight Field Visit (OFV) in Borlikhamxay Province during 6-10 November 2023
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
<p>The chair warmly welcomed and thanked all participants that attended the Joint Meeting of Executive Committee and Oversight Committee at the venue and online.</p>	

The meeting agenda was presented for comments and endorsement. The CCM Secretariat confirmed the meeting quorum is sufficient and informed the objective of the meeting and gave the floor to the chair.

The representative from the oversight field visit team (CCM member) presented a report on the oversight field visit in Borlikhamxay Province from 6-10 November 2023. The visit focused on the implementation of the project's activities supported by the GFATM and HANSA at provincial, district and health center levels. *(For more information, please see the attached PPT).*

After listening to the report from the representatives of the oversight field visit team, the participants of the meeting mostly agreed and made additional comments as below:

HIV/TB Program

- Due to the delay in procurement planning, it caused the patients lack of drugs to treat complications, but not lack of ARV drugs.
- Disbursement for the volunteers of HANSA project is different from other projects that disburse by PBC salary and do not have incentives.
- Computer request from the local level, CHAS has also included in the project funding request but not approved
- Regarding the problem of lacking of staff and frequent turnover of staff, the CHAS has active retrained staff and there will be a plan to retrain staff and organize more technical meetings
- HANSA2 has included a plan to access online communication to remote areas
- Borikhamxay province received budget from FEI5%, which is implemented by the HPP. NTC has a budget to provide the sample delivery fee only from the health center to the district hospital, but there is no sample delivery fee from villages to the health center
- The system is still being updated, so entering data into the system is a minor issue and TB Tracker has not yet been extended to the health center level
- In addition to the above comments, the meeting advised the CCM secretariat to take note the contents of the meeting and follow up the HANSA2 implementation to report to the CCM meeting on December 12.

Malaria Program

- For mosquito nets and insecticides, it is not the responsibility to provide by the Global Fund
- Requests for pesticides and herbicides are the responsibility to provide by the government

Decisions

No Decision

Agenda Item #2

Preparation of the progress update on the implementation of the Global Grants and update on preparation of the documents for signing a new funding request with the Global Fund for HIV, TB and Malaria in order to present to the CCM Plenary Meeting on December 12, 2023.

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

Representative from National Programs (CHAS, NTC, CMPE) and DPF have provided the progress update on implementation of the Global Fund grants and update on preparation of the documents for signing a new funding request with the Global Fund for HIV, TB, Malaria and C19RM. *(For more information, please see the attached PPT).*

After listening to the presentations, the participants of the meeting have added additional comments as below:

Malaria Program

- CMPE to improve the presentation in more detail before presenting it to the upcoming CCM Plenary Meeting, such as:
 - Improve presentations slide No. 1 and 2
 - Reporting cases finding should be in more detail
 - How RAI3E budget is expected to be spent related to the present exchange rate?
 - In case of the budget is remaining, will it be refund to the Global Fund or will the budget be reprogrammed and carry forward to the next year?
- A representative from CMPE clarified the above question:
 - The old indicator has been taken to set and calculate according to the calculation formula
 - Malaria deaths are reported as cases, not reported as percentages (%)
 - The blood test continues from the old indicator and the next step may be DNA testing.

HIV/TB Program

- The presentation of HIV/AIDS has been reviewed and revised by adding the comments from the CCM Ad-hoc Meeting on October 26, 2023 and included the comments from the OIG team
- The presentation of TB has also been revised in HANSA2 by changing from PBC 5 to PBC 7.
- The representative from PR-MOH (DPF) reported to the meeting that:
 - All documents have been submitted to the Global Fund but for the co-financing is still an estimated amount. DPF is currently waiting for the Commitment Letter from the government to confirm the exact amount of co-financing from the government
 - In case of the implementation for C19RM will continue, which part will be responsible due to the current contracted staff who is responsible for C19RM will be expired and which budget portion will be used to pay the salary?
- Representatives from the Global Fund clarified the above questions:
 - The implementation process of C19RM has, there are details in the guideline
 - The project closure preparation starts from 01-30 January 2024, DPF is required to prepare all documents and not later than 30 June 2024
 - For employees (HR) are required to continue supporting
- CCM Secretariat informed the participants in the meeting that the CCM Secretariat will organize a CCM Plenary Meeting on December 12, 2023 at the Don Chan Palace Hotel and kindly propose to the related disease centers and all relevant parties to prepare a presentation or report to present to the meeting base on the agenda provided by the CCM Secretariat.


Decisions

No decision

4. SUMMARY OF DECISIONS AND ACTION POINTS

AGENDA ITEM N°.	WRITE IN DETAIL THE DECISIONS	KEY PERSON RESPONSIBLE	DUE DATE

5. MINUTES PREPARED BY:

TYPE/PRINT NAME	Mr. Budhsalee Rattana	DATE:	14 December 2023
FUNTION/POSITION	Coordinator and finance officer	SIGNATURE	

6. MINUTES APPROVED BY:

TYPE/PRINT NAME	Dr. Ying-Ru Jacqueline Lo	DATE:	11 JAN 2024
FUNTION/POSITION	CCM Vice Chair	SIGNATURE	