

**Executive Committee Call, 5 March 2018
Minutes**

| Attended: | Apologies: | Secretariat |
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| Joanne Carter (Vice-Chair) & Mandy Slutker Timur Abdullaev Erika Arthun Amy Bloom Paula Fujiwara Tereza Kasaeva with Diana Weil Nalini Lachance Austin Obiefuna Aaron Oxley Victor Ramathesele Cheri Vincent | | Lucica Ditiu Jenniffer Dietrich Suvanand Sahu |
| Minutes of Discussion | | Outcome(s) |
| 1. Key Performance Indicators | | |
| <p>The Executive Director presented the Report of the Key Performance Indicator Results for 2017. The framework includes 17 indicators, with some indicators due to be reported in 2020, such as TB REACH.</p> <p>KPI 1.3 - community systems & responses: This KPI generated discussions and a thorough analysis at the Secretariat level. The manner in which KPI 1.3 is defined currently, it can easily result in 100% achievement without showing the actual situation nor the progress over time.</p> <p>KPI 1.4 - percentage of Global Fund disbursement: This KPI is calculated in cooperation with the Global Fund Secretariat. The result will be included in the document materials made available in advance of the Board meeting.</p> <p>KPI 2.1 - global funding for R&D: This KPI needs a review and an approval from the Executive Committee to agree on the targets proposed that were developed with the support from the Research Working Groups.</p> <p>KPI 3.2 – data driven approaches through early adoption (GDF): This KPI is available every year at the end of April, and the Executive Committee will be updated.</p> <p>KPI 4.2 - organization’s vacancy rate: This KPI is not achieved due to ongoing HR recruitments from GDF.</p> <p>Executive Committee members noted that:</p> <ol style="list-style-type: none"> The Report of the KPI Results shows that everything is going well and gives the impression that there is not much opportunity to do improvements. The Secretariat noted that KPIs 4.1 to 4.4 (ensure the optimal and efficient functioning of the Secretariat) could benefit from efforts and support to improve results. It would be good to analyze how a target was achieved successfully in order to make it known and celebrate the good results. | | <ul style="list-style-type: none"> The Executive Committee endorsed the KPI document to be made publicly available and be included as part of the Board meeting materials. The Secretariat proposed to discuss the definitions of KPIs 1.3 and 2.1 in the call in May. The Executive Committee advised that KPIs related to GDF, TB REACH and Finance can be presented during their sessions at the Board. |

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| <p>3. Some indicators show a contribution rather than ‘attribution of the success’, and it was agreed to indicate this in the Board document.</p> <p>4. A few KPIs would seem to have a ‘stagnating target’ at 75%, for example 3.2 (percentage of tracer medicines with accurate demand forecast) and 3.3 (percentage of on-time-in-full deliveries for second-line drugs). These targets were defined as such to maintain a specific level of quality.</p> | |
| <p>2. Stop TB Board Meetings</p> | |
| <p>The Executive Director presented the options for potential venues for future Board meetings, and suggested that the 31st Board meeting be held either in December 2018 or January 2019.</p> <p>Three possible venue options were:</p> <ol style="list-style-type: none"> United Kingdom. However, after discussions with the UK, they have indicated that 2018 and possibly 2019 will not be possible for them to support a Board meeting. Japan might be too busy with the UHC meeting next year and the timeline is too tight for them to engage right away. However, it could be explored if Japan is interested to host the following Board meeting, since the country is heavily involved in the UNHLM on TB. Switzerland (Geneva) was agreed as the best option at the moment due to the inauguration of the Global Health Campus, and the city also being a good venue to organize briefings with UN Missions to follow up on action points from the UNHLM. <p>The Executive Committee members cautioned that the end of the year is a time when people are very busy, hence, suggested to determine a date that is as conflict-free as possible.</p> <p>The last Board meeting of the current Chair and Vice-Chair of the Stop TB Partnership would be around October 2019 when the new Board leadership will be present and introduced to Board members. This means that the search for the new Stop TB Board leadership would start in early 2019 or even before.</p> <p>30th Board Meeting in New Delhi</p> <p>The Executive Director updated Executive Committee members with the latest high security details for the event with the Prime Minister from India on 13 March. The name of countries from which Ministers are attending was shared, in order to give the opportunity for Board members to meet with Ministers while in New Delhi. Decision Points of the meeting are being discussed and agreed upon with partners presenting at the Board meeting.</p> | <ul style="list-style-type: none"> The Executive Committee welcomed the advocacy opportunities in Geneva and supported the choice of Geneva as the next Board meeting venue. Discussions with United Kingdom and Japan should start soon after for any future Board venue possibility. Australia was added as a possible venue for a future Board meeting. Without the Board meeting being held in India, the paramount event with the Prime Minister would not have materialized. |
| <p>3. AOB</p> | |
| <p>Next Executive Committee Conference Call will be in April 2018.</p> | <ul style="list-style-type: none"> Stop TB Secretariat to send a doodle poll to set up the dates for calls in April, May, June and July. |