

Executive Committee Call 1 September 2020

Attended:	Apologies:	Secretariat:
Joanne Carter (Vice-Chair) Selamawit Bekele Timur Abdullaev Erika Arthun Pierre Blais / Kylie Luu Amy Bloom Tereza Kasaeva David Lewinsohn Austin Obiefuna / Aaron Oxley	Paula Fujiwara Anjali Kaur	Lucica Ditiu Lucica Ditiu Jenniffer Dietrich Nella Foley Suvanand Sahu Catie Rosado
Minutes of Discussion		

Hosting – Closed Session [for EC members only]

1. Discussion and update on the progress about hosting, and the Executive Committee Retreat.

33rd Stop TB Partnership Board Meeting

2. The Executive Director briefed the EC on the ongoing preparations for the 33rd Board Meeting in November and sought inputs on the draft agenda for the Board meeting. The Executive Director also shared that Nigerian authorities will be co-hosting an African Roundtable on the first day of the Board meeting in addition to the virtual Board Meeting.
3. The Executive Committee shared comments around frequency of breaks, length of Board sessions, which the Secretariat noted well, and requested the addition of a short Board session to discuss the outcomes of the Africa Roundtable event.
4. **Action items:**
 - The Secretariat to review the draft agenda for the Board meeting based on the comments received from the EC members
 - The Executive Committee to send further comments in writing regarding the Guidance Note for Virtual Proceedings document.

Governance – Board Chair Seat and Governance Manual Revision

5. The Executive Director updated the Committee on the Board Chairmanship.
6. In response to the Executive Committee members’ request to strengthened transparency and clarity around the expectations and skillset of future Board Chairs, the Secretariat proposed a new section to be added

into the Governance Manual. The Executive Committee had the following suggestions for the Secretariat to consider for the proposed new section:

- a) service in personal vs. official capacity (incl. the requirement of occupying a Minister-level post)
- b) defined procedures for unforeseen circumstances should include the option of termination
- c) the need to properly discuss the value of having a Co-Chair, and the possibility for an Executive Committee member to step in temporarily as Chair or Vice-Chair if need be
- d) Stop TB leadership should obey to a code of conduct

7. Action items:

- The Secretariat to liaise with the Office of the Minister of Health and Family Welfare of India
- The Secretariat to inform Dr. Mandetta on current discussions
- The Secretariat to incorporate the feedback from the EC members into the relevant section of the Governance Manual

AOB

8. **Next EC Call:** The next call of the Executive Committee shall be scheduled in October 2020.