

**Executive Committee Teleconference (43 Ex Comm. – 28 March 2013)**  
**(Draft) Minutes**

<b>Attended:</b>	<b>Apologies:</b>	<b>Secretariat</b>
<p>Amy Bloom (Interim Chair) Blessi Kumar (Vice-Chair of Board) Nathalie Garon (by phone) Michael Kimerling Mario Raviglione Nevin Wilson</p> <p>Naina Dhingra (McKinsey) Casey Enders (McKinsey) Jimmy Pearson (McKinsey)</p>	<p>Carol Nyrienda Cheri Vincent</p>	<p>Lucica Ditiu Young-Ae Chu</p>
<b>Minutes of Discussion</b>	<b>Decision</b>	<b>Action</b>
<b>1. Chair/Vice Chair Selection</b>		
<p>The Executive Secretary gave an update on discussions she had with the South African Minister of Health regarding his interest in taking on the role of Chair of the Coordinating Board as well as to attend the next CB meeting in Ottawa. The Executive Secretary asked the Executive Committee for guidance on whether the election timeline should be adjusted to be able to elect the Minister as Chair at the end of the Board in Ottawa and to run the election for the Vice Chair seat after the July Board.</p>		
<p>The Executive Committee noted the positive conversation with the South African Minister of Health and his interest in the Stop TB Partnership Coordinating Board.</p> <p>The Executive Committee agreed that such a high-profile and committed individual would bring strength to the Board. However, they also agreed that there needs to be an open, transparent process to the selection of the Chair and that the remaining members of the Board also need to be involved.</p> <p>The Executive Committee deliberated on several options of when to launch the open call for Chair and Vice Chair and what would be the best option in light of recent developments.</p>	<p>The Executive Committee decided that the best option would be to put out an open call now for the Chair of the Board. The Executive Committee would be able to review the nominations and the Coordinating Board would elect its new Chair at the end of the next Coordinating Board meeting in Ottawa, Canada, 11-12 July 2013.</p> <p>The Executive Committee also decided to hold the elections for the Vice Chair of the Coordinating Board, as previously planned, after the July Board meeting.</p>	<p>Secretariat, with support of McKinsey, to draft paper summarizing the proposed process and the Executive Committee will make its final decision during its next teleconference on 17 April 2013.</p>

<p><b>2. Finance Committee</b></p>		
<p>The Executive Committee discussed a paper proposing the TORs and the membership of a Finance Committee, whose creation was approved by the Board at its 22<sup>nd</sup> meeting in Kuala Lumpur, Malaysia, in order to advise the Board, through the Executive Committee, on the financial health of the Partnership.</p>		
<p>The Executive Committee agreed in principle to the TORs but requested more time to review the document and send in comments.</p> <p>The Executive Committee discussed the proposed membership, and felt that further changes would be needed in light of one member not being able to participate in the Committee at this time, and also to reach out to other partners whose participation would be an asset to the Committee.</p>	<p>The Executive Committee agreed to have an open call for the Finance Committee and launch the call to the full Board in June.</p> <p>The Executive Committee agreed to review the nominations in time to make a recommendation of the TOR and composition of the Finance Committee to the Board at its 23<sup>rd</sup> meeting in Ottawa, 11-12 July 2013.</p>	<p>Executive Committee members to review the TORs and to send in comments by email.</p> <p>Executive Committee members to reach out to other potential partners (such as the International Union Against Tuberculosis and Lung Disease Union and DFID) that have the necessary skill set to participate in the committee.</p> <p>Secretariat to draft open call, for review by the Executive Committee.</p>
<p><b>3. 23<sup>rd</sup> Coordinating Board Meeting Agenda and Agenda for Executive Committee calls for next six months</b></p>		
<p>The Executive Secretary presented proposed agenda items for the upcoming Coordinating Board meeting in Ottawa, based on the discussions held at the Executive Committee retreat in Seattle. The Executive Secretary also presented a proposed workplan to prepare for the Board meeting and agendas for the next four EC calls/meetings.</p>		
<p>The Executive Committee noted the workplan and the proposed agendas for all the EC calls/meetings leading up to the 23<sup>rd</sup> Coordinating Board meeting.</p> <p>They deliberated whether it would be better to postpone the EC call planned for 12 June, as that week will be the WHO Strategic and Technical Advisory Group for TB (STAG-TB) and Regional Advisers meeting in Geneva.</p>	<p>The Executive Committee approved the proposed agenda and workplan and requested the Secretariat to look into moving the EC call planned for 12 June.</p> <p>The Executive Committee agreed to provide support on engaging with the Global Fund through different channels, as improving GF interaction is one of the priority issues for the Board to address at its next meeting in Ottawa.</p>	<p>Secretariat to look into alternate dates for the 12 June EC call.</p>
<p><b>4. Coordinating Board Country Seat Selection</b></p>		
<p>The Executive Secretary presented a draft paper on the selection of the new country board members and a proposed short list of 11 countries for active recruitment of the country seats. The initial country list, which included all TB High Burden, MDR TB priority, TB/HIV priority and high incidence countries, was ranked based on criteria agreed upon by the EC at the Seattle retreat. The list was shortened further to the final 11 by considering further subjective criteria, including sphere of influence and commitment to the Partnership.</p>		

<p>The Executive Committee discussed the short list and clarified the active recruitment process.</p>	<p>The Executive Committee approved the short list of 11 countries<sup>1</sup> and the approach to recruiting potential Board members.</p> <p>The Executive Committee agreed that a coordinated approach to recruitment was needed, and that a template letter should be made available for EC members to reach out to their contacts.</p>	<p>Secretariat will develop template letter of invitation to join the Coordinating Board, to be adapted and used as needed by EC members to recruit nominees for the country seats.</p> <p>Secretariat to produce a simple template letter and matrix to coordinate partners/countries contacted by EC members .</p> <p>Outreach update and coordination matrix to be included in the agenda of the next EC call planned for 17 April.</p>
<p><b>5. Call for Constituency Seat Nominations</b></p>		
<p>The Executive Secretary presented a proposed list for the independent selection committee, comprised of individuals with experience with communities, NGOs, and private sector delegations, as well as individuals from the Board. The Secretariat also presented the proposed call for nomination for the constituency seats, outlining eligibility criteria as well as the selection process.</p>		
<p>The Executive Committee discussed the proposed independent selection committee list and the reasoning behind each proposed member.</p> <p>The Executive Committee noted that it should be made clear that any individual in the private sector constituency cannot have any connection to the tobacco industry.</p>	<p>The Executive Committee approved the members of the independent selection committee and call for nominations, but requested that the call for nomination have clear language prohibiting nominees from having ties to the tobacco industry.</p>	<p>Secretariat to revise the call for nomination to include language on ties to tobacco industry.</p>
<p><b>6. Rules and Procedures for Board meetings</b></p>		
<p>The Executive Committee discussed a paper proposing the revised rules and procedures for Coordinating Board meetings, aimed at improving efficiency and focus of Board meetings as part of the Board reform package.</p>		
<p>The Executive Committee deliberated the revised rules and procedures, and noted the usefulness of the document.</p>	<p>The Executive Committee noted that more time was needed to review the document. The Committee agreed to review and provide feedback on specific items requiring clarification and to identify other potential critical issues.</p>	<p>Secretariat will send a draft of the revised full governance manual, containing rules and procedures for Board meetings, to the Executive Committee at the beginning of April. The Executive Committee will have three weeks to review the manual and provide comments.</p>

<sup>1</sup> Bangladesh, Brazil, Cambodia, India, Moldova, Myanmar, Nigeria, Pakistan, Peru, Russia, Tajikistan

#### 7. Any Other Business

1. The Executive Secretary briefed the Executive Committee on a meeting that the WHO Assistant Director General for HIV/AIDS, TB, Malaria and Neglected Tropical Diseases had with representatives from the World Bank in New York. The World Bank stated that they are planning to eliminate funding to all partnerships, including the Stop TB Partnership, Roll Back Malaria, and TDR. In 2013 and 2014, the World Bank will decrease support by 20% each year. The Executive Secretary will keep the Executive Committee posted on any further developments.

2. The Executive Secretary announced that the UN Special Envoy for TB finished his term as Special Envoy as of December 2012. There will be a farewell ceremony held for the Special Envoy at WHO on 15 April, with the WHO Director General as well as representatives from UN missions in Geneva and other high-level officials. The formal invitation will be sent to all Executive Committee members.