

**Executive Committee Call, 17 January 2017  
Minutes**

Attended:	Apologies:	Secretariat
Joanne Carter (Vice-Chair) & Delia Clayton Erika Arthun Amy Bloom Nalini Lachance Aaron Oxley Victor Ramathesele Mario Raviglione Cheri Vincent	Paula Fujiwara Austin Obiefuna Thokozile Phiri-Nkhoma	Lucica Ditiu Jenniffer Dietrich Darivianca Laloo Greg Paton Catie Rosado
Minutes of Discussion		Outcome(s)
<b>1. 29<sup>th</sup> Coordinating Board Meeting 2017: Update</b>		
<p>The Executive Director reported that the Chair of the Partnership reached out to the Minister of Health for Germany about the possibility of hosting the 29<sup>th</sup> Coordinating Board meeting. The interaction with the Ministry was positive. The Partnership Secretariat plans to follow up next week for a final answer.</p> <p>Potential dates for the Board meeting are May 17-18, or the last two weeks of June.</p> <p>The French Ambassador Michèle Boccoz and her team offered to brief Germany on the hosting arrangements that France provided to the Stop TB Coordinating Board for its 27<sup>th</sup> Coordinating Board Meeting in 2015.</p>		<ul style="list-style-type: none"> <li>The Executive Committee requested that the Stop TB Secretariat follow up with Germany.</li> </ul>
<b>2. Governance Matters</b>		
<p>The Partnership Secretariat presented the following governance issues for the consideration of the Executive Committee.</p> <p><b>I. Renewal of Rotational Seats on the Board</b></p> <p>Rotational seats on the Board include representatives from countries affected by TB and the six constituencies (<i>TB-affected communities, developed country NGOs, developing country NGOs, the private sector, research working groups and implementation working groups</i>). The Governance Manual states that rotational seats on the Board can be renewed once. However, the Manual does not outline the process for the reappointment; therefore, the following proposed language in italics has been crafted to provide guidance.</p>		<ul style="list-style-type: none"> <li>The Executive Committee approved the revision of paragraph 7.1 in the Governance Manual.</li> <li>The approved revision of paragraph 7.1 of the Governance Manual will be sent to the full Board for electronic approval.</li> </ul>

*“The term of office for all rotating seats is three years, renewable once, in accordance with Paragraph 8. Rotating seat members whose terms have expired may continue serving until they are either re-appointed or until their successors are chosen”.*

The Executive Committee was asked to review and approved the proposed revision to the Governance Manual. The Executive Committee approved the revision and requested that the revision be sent to the Board for electronic approval, as required per paragraph 19 of the Governance Manual.

Selection Process for Private Sector Board Member

The Private Sector constituency seat on the board is vacant; therefore, there is no board member to extend until a selection is finalized, or to coordinate a selection process with its constituency. In this special case, the Partnership Secretariat will handle the call for applications and pre-screen candidates to put forward to the Executive Committee for decision.

**II. Board Committees**

**A. Finance Committee: member selection**

One seat on the Finance Committee is vacant. Per the Governance Manual, the following actions are proposed:

- a) email send to all Board Members informing about the vacancy and requesting nominations from qualified individuals (within or outside their constituencies),
- b) Stop TB Secretariat compiles all nominations for the Executive Committee,
- c) EC makes a recommendation to the Board,
- d) Coordinating Board approves electronically.

**B. Executive Committee: flexible seats selection**

Two flexible seats are available to rotating seat board members who’s perspective are not represented on the Executive Committee and that voice interest and are ready to commit time to participate on the Executive Committee. The Executive Committee approved the proposed action to address the appointment of the two flexible seats after the membership of the Coordinating Board is fully replenished.

- The Executive Committee requested that the Secretariat move forward with the application and selection process for the Private Sector board member and for the Finance Committee member.
- The Executive Committee approved the proposed action to address the appointment of the two flexible seats on the Executive Committee after the Coordinating Board is fully replenished.
- The Executive Committee granted full Working Group status to the 3 Subgroups.

<p><b>III. Discussion of request for full Working Group status for Childhood Subgroup, PPM and ETTi</b></p> <p>The Executive Director reported that the Partnership Secretariat had received requests from the WG Subgroups Childhood TB, PPM and End of Transmissions to become full status Working Groups. It was also noted that all of the Subgroups currently receive financial support from the Partnership Secretariat and no other implications for the Secretariat are foreseen. Some of the benefits of full Working Group status are: a change in title means more visibility for these groups and a better status; they will receive the same amenities that are offered to the other WGs; and there is no change in financial funding.</p>	
<p><b>3. Ministerial Meeting 2017 &amp; UN HLM-TB 2018</b></p>	
<p>The Executive Director reported that the Secretariat met with the Russian Focal Point, Ms. Terreza Kasaeva, in December and offered Stop TB Partnership’s Board and Secretariat support to make the Ministerial Meeting in Russia a success. As a following up to this interaction, the Partnership Secretariat will schedule a teleconference with the Executive Committee and the Russian Focal Point in February to hear what is needed from Stop TB. The Executive Committee asked to receive background materials to prepare for the call with the Russian Focal Point. The Executive Committee also stated that it would welcome Stop TB Partnership Secretariat’s participation on the Steering Committee for the Ministerial Meeting –which should be put forward to Ms. Kasaeva.</p> <p>It was also stressed that the 2017 Ministerial Meeting in Moscow as well as other Ministerial level meetings in the regions in 2017 and the 2018 UN HLM-TB should be seen as a sequence and linked to each other for maximum impact. And that it would be important to have a representative from Stop TB at the planning meeting at the end of January, who can provide feedback to the Executive Committee.</p>	<ul style="list-style-type: none"> <li>• The Executive Committee requested background materials for the call with the Russian Focal Point in February to discuss the concrete role and engagement of Stop TB Secretariat and Stop TB Board in the ministerial meeting in Moscow.</li> </ul>
<p><b>4. Closing Remarks</b></p>	
<p>The Vice Chair requested that the Secretariat poll the EC members to confirm dates for Executive Committee meetings in February and March 2017.</p>	