

UNICEF ESARO
Roll Back Malaria (RBM)
Minutes of Meeting.
March 2nd, 2012, 1:00 - 2:00 Nairobi time

Participants:

Present :

Dr. James Banda
Dr. Corine Karema
Dr. Joaquim Da Silva

Agenda:

1. Work Plan
2. Strategic Planning and Malaria Programme Review
3. Technical Assistance Request
4. Extended ECC / Managers meeting in Kigali Report
5. Coordination Evaluation
6. AOB

The Teleconference was arranged and Conducted by EARN Coordinator main Agenda item being update of January and February activities reflected on the work plan.

1. Work Plan.

- The Work Plan was revised for January and February indicated activities. The Priority countries for Strategic Planning and Malaria Programme review include: South Sudan, Eritrea, and North Sudan.

South Sudan

Last year there was a mission to south Sudan. The mission team guided them on how to develop the proposal. Joaquim also shared with them a template of the activities and budget. There is no submission of the proposal to date. It was suggested that a consultant be hired to assist in proposal drafting and finalization.

North Sudan

There has been a request to the coordinator to do something about the amount allocated for North Sudan. There has been a feeling that it's not enough. The coordinator will do a teleconference with the North Sudan Manager and advice / explain the allocated amount.

Eritrea

A mission to Eritrea was arranged at the beginning of the year but due to unavoidable circumstances, the Minister of health got other commitments and this mission was postponed. Dates for next mission will be shared in the coming weeks once agreed.

It was agreed that the quarterly teleconferenced with countries will be maintained. Next week there will be an arranged Video Conference with the priority countries to discuss the above mentioned matters.

2. Strategic Plans

- According to the approved work plan, there is a budget to support two countries in their efforts to work on and finalize their strategic Plans.
 - Comoros is currently in the finalization process of the strategic plan development.
 - Djibouti has not yet started the strategic plan development process. There was a suggestion to negotiate with EMRO to have AFRO support Djibouti during this process.
- It was also agreed that a mission to be planned to visit Djibouti and guide on how to develop one. Joaquim will contact Djibouti before coming up with the mission dates.
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3. Technical Assistance Support

- Phase II negotiation for Comoros has already been received, waiting for Global Fund's response. Comoros is in the process of MIS report write up.
 - Uganda also send their request for TA support for the national net distribution campaign. EARN unfortunately does not have a budget enough to support this. It was suggested that EARN to foot the M & E component i.e. pay for microplanning only. The Programme manager has been requested to submit the final TA request plan for Uganda.
 - There has been brokerage of TA via TSM. TSM has hired a consultant (paid by RBM Geneva) to work with a UNICEF staff on PSM issues. There were two large countries identified and managers have been asked to give suggestions i.e Tanzania and Uganda. It was also agreed that two more countries could be added on this list which EARN can pay for.
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4. Extended ECC / Managers Meeting

- The Coordinator is finalizing the report and the minutes which will be shared in the course of next week entailing:
 - Endorsed Minutes for meeting held in 2011 in Mombasa.
 - Kigali meeting report and minutes
 - 2011 EARN narrative and financial report.

5. Coordination Evaluation

- Dr. Richard Carr is expected to share the coordination report.

6. AOB

- EARN in the recent past has received two new managers; South Sudan and Djibouti. ECC Intends to expose the two new managers to a malaria course. The Coordinator was requested to discuss this with Dr. Paluku on how WHO could help regarding this suggestion.
 - The Meeting of Rollback Malaria and UNICEF on hosting matters is expected to be on the 19th of March.
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Action points

No	Description	Responsible	Deadline	Current Status
1	<p>Confirmation for attendance - 28 confirmations received out of 31 invitations sent and one pending confirmation from the Malaria Consortium in Uganda.</p> <p>Hotel Bookings. - Booking done at Lemigo hotel and airport pick up and transfer arranged.</p> <p>Flight Booking - Flight Booking to be done for participants whose travel and accommodation is being funded by EARN. SATGURU to issue tickets by COB 3 Feb.</p> <p>Per diem - Participants whose travel and accommodation is being funded by EARN are entitled to per diem. SATGURU to advice about per diem arrangement.</p> <p>PTAEO - Somalia Managers requested for PTAEO for them to come to Nairobi to get flights to Kigali and WHO Somalia participant Dr. Jamal.</p>	<p>Lilian / Joaquim</p> <p>Lilian / Joaquim</p> <p>Lilian / Joaquim</p> <p>Lilian / Joaquim</p> <p>Richard</p>	<p>3 February</p> <p>6 February</p> <p>3 February</p> <p>7 February</p> <p>3 February</p>	<p>Reminder Send to Malaria Consortium Uganda office contact person, Claire riches.</p> <p>SATGURU to confirm booking has been done for how many people.</p> <p>Flight bookings have been done for 22 participants being funded by EARN i.e. 21 ECC Members and Managers and 1 WHO focal point.</p> <p>Waiting for SATGURU to advice about arrangement for per diem.</p> <p>Waiting for Richard to advice regarding PTAEO for Somalia managers and WHO Somalia Dr. Jamal.</p>

	<p><i>Contract for SATGURU</i> - SATGURU to be given a contract.</p>	Brenda	7 February	Lilian to send to Brenda quotations for service providers to justify the selected service provider.
2	<p><i>Roadmap Update</i> -Ensure countries complete roadmap update and upload on RBM Website before coming for the meeting.</p> <p>Yemen to get a brief of how the roadmap update is done and possibly about the USB key.</p>	<p>Joaquim</p> <p>Betty</p>	<p>11 February</p> <p>11 February</p>	<p>- Communication has been done to countries regarding their completion of the roadmaps before coming to the meeting.</p> <p>Yemen is a new EARN country and have not yet done roadmap update.</p>