



**Minutes of the SARN Steering Committee Meeting held by Teleconference
on 8th June, 2011 from 10:00 Hours**

**SARN Secretariat
Gaborone, Botswana**

1.0 PRESENT

1. Dr. Petrina Uusiku (Chairperson)
2. Dr. Raj Maharaj
3. Dr. Boniface Maket
4. Dr. Jean Claude Kazadi
5. Dr. Luhindi Msangi
6. Dr. Charles Paluku
7. Dr. Kaka Mudambo
8. Mr. Daniso Mbewe

2.0 APOLOGIES

1. Dr. Pangani Njobvu
2. Dr. Nilton Saraivo
3. Ms. Martha Mpisaunga
4. Mr. Simon Kunene
5. Mr. Farai Chieza
6. Dr. Susan Mutambu
7. Dr. James Banda
8. Dr. Soce Fall
9. Dr. Jean Angbalu
10. Mrs. Boitumelo Lesaso

3.0 AGENDA

- 3.1 SARN Partners Annual Consultative Meeting Agenda
- 3.2 Constitution of Organizing Committee of the Meeting
- 3.3 A.O.B.

4.0 WELCOME REMARKS

- 4.1 The Chairperson welcomed all members present.

5.0 SARN PARTNERS ANNUAL CONSULTATIVE MEETING AGENDA

- 5.1 After discussions on the draft agenda for the Annual Network consultative meeting, the committee agreed on the following:

5.1.1 Session 1: Program Managers Meeting (4-5 July 2011)

- 5.1.1.1 USB Key Training Workshop
- 5.1.1.2 Theme and Slogan for SADC Malaria Week
- 5.1.1.3 SADC Malaria Report Development Process
- 5.1.1.4 Tools on Malaria Pre-Elimination and Micro-planning for Elimination

5.1.1.5 After the MPRs - What Next?

5.1.2 Session 2: SARN General Assembly (6-7 July 2011)

5.1.2.1 Market Place – (Information and best practice Sharing)

5.1.2.2 Constituencies Consultative Meetings

5.1.2.3 Country Progress Reports and Summary of County Score Card

5.1.2.4 Road Map Score Card for the Region

5.1.2.5 SARN Technical Assistance Plan

5.1.3 Session 3: SARN Steering Committee (8 July 2011)

5.1.3.1 Implementation of SARN Work Plan Score Card

5.1.3.2 Update of the SARN Work Plan

5.1.3.3 SARN Priorities for 2012

5.1.3.4 Financial Report

5.1.3.5 Bye Laws implementation

5.2 The SARN Secretariat to adjust and amend the program as discussed and circulate it to all committee members

5.3 Daniso and Dr. Maket to develop a template for country progress reporting and score card.

5.4 It was agreed that for the Market Place – (Information Sharing) partners/institutions organizations/individuals who have some best practice to share should indicate so that the necessary arrangements can be made. The participants will be divided into groups that will go around all the booths.

5.5 The meeting agreed that IST-ESA would make a presentation on Road Map Score Card for the Region.

5.6 The SARN Secretariat would update the Steering Committee members on the progress for invitations to participants/partners to attend the meeting by Thursday, 9th June 2011.

5.7 It was observed that Madagascar would not be able to participate because Madagascar would be conducting Malaria Program Review during this period and the Secretariat agreed to follow up on the matter and would revert to the members.

6.0 CONSTITUTION OF THE ORGANISING COMMITTEE OF THE MEETING

6.1 The meeting felt that it was not clear why there was need to come up with an organizing committee for the meeting and the SARN Secretariat was asked to prepare information on this issue and circulated the information to the committee members.

7.0 A.O.B.

- 7.1 There were some concerns that the preparations for the meeting started late and it would have been better if preparations were done two to three months in advance.
- 7.2 SARN Secretariat informed the meeting the information was sent to all constituency chairpersons and since then only the Military Health Services constituency responded.
- 7.3 SARN Secretariat also informed the members that they should acknowledge the hosting arrangements which are causing serious delays which impact on the preparations.

8.0 CLOSING REMARKS

- 8.1 The Chairperson thanked members present for their availability and contributions and assured the members that all concerns/and observations raised during the meeting would be looked into.
- 8.2 The Chairperson closed the meeting at 11:25 hours.