



Annual
TBEC
Board
meeting

October 22

2018

The Hague

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1. AGENDA

TBEC Annual Board Meeting agenda

22 October 2018

Ibis Hotel, The Hague

9am-6pm

Participants: all Board Members

TBEC Secretariat: Yuliya Chorna, TBEC Director; Anete Cook, TBEC Senior Officer, RESULTS UK

09.00-09.30: **Welcome coffee**

09.30-10.00: **Interactive introduction exercises**

10.00-10.15: **What are the objectives/expectations of the meeting?**

10.15-11.15: **Where do we stand in terms of grants and projects objectives? What are our opportunities for 2019?**

- Overview of TBEC grants and programmatic objectives for 2019
- Opportunities in 2019 and key partnerships
- Discussion and Decision:
 - Where should the TBEC Board have strategic presence (in other Boards for instance)?
 - How do we split different responsibilities in different regional fora?

Coffee break: 11.15-11.30

11.30-13.00: **How do we transition to a centralized Secretariat? How do we best handle relationships between Board and Secretariat? How do we ensure sustainable funding for TBEC?**

- Adoption of delegation of authority
- Adopting Annual cycle of work
- Decision on set up of new Secretariat and hiring of new staff
- Decision on grant seeking strategy

Lunch at IBIS hotel 13.00-14.00

14.00-15.00 **Governance**

- What skills do we have in the TBEC Board? Skills audit
- What is the role of a Board?
- Understanding the role of the OAC
- Decision on the recruitment of new Board member

15.00-16.00: **Brainstorming and decision on the next 3 TBEC regional events: purpose and concepts**

16.00-16.30 Coffee break.

16.30-18.00 **World café discussion on key strategic advocacy topics**

- New guidance for DR-TB treatment
- Post UN HLM accountability
- Transition and health system approach

2. PARTICIPANTS

Board members

Fanny Voitzwinkler, Belgium, Chair of TBEC Board

Paul Sommerfeld, UK, Co-Chair of TBEC Board

Stefan Radut, Romania, Vice-Chair of TBEC Board

Marine Ejuryan, Belgium

Jonathan Stillo, USA

Oxana Rucsineanu, Moldova

Elchin Mukhtarli, Azerbaijan

Safarali Naimov, Tajikistan

Cristina Enache, Romania

Nela Ivanova, Bulgaria

Olga Klymenko, Ukraine

Kseniia Shchenina, Russia

TBEC Secretariat

Yuliya Chorna, Ukraine, TBEC Director

Anete Cook, UK, TBEC Senior Officer

3. EXECUTIVE SUMMARY

The first annual meeting of newly elected TBEC Board took place on 22nd October, the Hague, the Netherlands. Twelve TBEC Board members and two TBEC Secretariat members attended the meeting, included the newly appointed TBEC Director, Yuliya Chorna. The meeting lasted for one and was divided in four key topics: first of all, TBEC grants and project objectives and opportunities for partnership building in 2019; second, TBEC governance, specifically, transition to a centralized Secretariat and relationship between TBEC Secretariat and the Board, thirdly, Board member skills and knowledge mapping for more focused engagement, and, finally, TBEC potential advocacy focus in 2019.

In the first part of the meeting, TBEC Board discussed the objectives and expectations of each Board member ahead of the meeting and made key decisions on governance matters such as adoption of delegation of authority and annual cycle of work. The Board also decided to develop internal guidelines on partnership building, setting up of the new Secretariat and grant seeking strategy. TBEC Secretariat also presented overview of TBEC grants and programmatic objectives for 2019. Furthermore, TBEC Board discussed opportunities for partnerships in 2019.

In the second part of the meeting, Board members evaluated their skills and interests and discussed the role of the Board and relationship with OAC, as well as received an update on the OAC activities from the Board Chair. Board adopted several decisions – Stefan Radut became Treasurer of the Board, Jonathan Stillo took the position of vice-Chair and Dr Wouter Arrazola de Oñate was invited to become the new member of TBEC Board, based on skills that he could bring to the Board. Furthermore, Board discussed key strategic advocacy topics for the next year, including WHO new guidelines for DR-TB treatment, accountability post UN HLM on TB and transition and health system approach. TBEC Board members also asked for additional capacity building workshops and/or mentoring on variety issues ranging from public speaking to managing heavy workload/resistance to burnout to presenting/showcasing advocacy efforts. Brainstorming session with regards to next 3 TBEC regional events concluded the Board meeting.

4. ACTION POINTS

- *Board Chair to send out relevant documents to the Dutch Chamber of Commerce for registration of all Directors by 23RD October 2018, except Olya Kylmenko and Dr Wouter Arrazola de Oñate, who are to send relevant documents to the Chair by the end of the year.*
- *Board to develop an internal guidance document to define relationship between the Board and the OAC.*
- *Board decided to reach out to Dr Wouter Arrazola de Oñate to ask him to become a member of TBEC Board based on skills that he could bring to the Board.*
- *Board member Marine Ejuryan to develop guidelines on partnership building (incl. funding, conflict of interest, private sector etc.) ahead of the next Board call in January 2019.*
- *Secretariat to develop one page strategy on grants seeking ahead of the next Board call in January 2019.*
- *Board to discuss overheads and setting a new office during the next Board call in January 2019.*
- *Board to develop an activity plan on identified programmatic issues - Health System Assessment for UHC and PCC, WHO new treatment regiment and accountability post UN HLM on TB.*
- *Board jointly with Secretariat to reach out to WHO Europe with regards to upcoming NTP reviews and ask for community to be part of review.*
- *Secretariat to circulate TBEC NTP review toolkit to Board members.*
- *Secretariat to hire new staff in the coming months, according to project requirements.*
- *Secretariat to offer additional capacity building workshops for the Board members via group trainings and/or mentoring.*

5. DECISION POINTS

- *Board adopted the Delegation of Authority document and overview of the Annual Cycle;*
- *Board noted the summary of the online meeting of OAC from TBEC Board Chair;*
- *Board adopted nomination of Stefan Radut as a Treasurer by acclamation;*
- *Board adopted nomination of Jonathan Stillo as a vice-Chair by acclamation;*