



Annual  
Steering  
Committee  
Meeting

October 30-31

2017

Brussels

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## 1. AGENDA

### **TBEC ANNUAL STEERING COMMITTEE MEETING 2017**

Venue - FAIR TRADE ROOM, Mundo B, 26 rue d'Edimbourg, Brussels

Time/Date – 30 October 14h-18h and 31 October 9h30-17h

#### **October 30<sup>th</sup>**

14:00-14:20 Introduction and setting expectations from the meeting

14:20-15:15 Scene setter: TBEC's progress in 2017

Discussion

15:15-15:30 Coffee Break

15:30-18:00 TBEC governance

#### **October 31**

09:30-10:45 TBEC governance discussion continues

10:45-11:00 Coffee break

11.00-12:30 TBEC funding

12:30-13:30 Lunch

13:30-15:00 TBEC funding discussion continues

15:00-15:15 Coffee break

15:15- 16:45 Looking forward: TBEC end 2017 and 2018

Discussion

16:45-17:00 Closing and recap of main decisions

## **2. PARTICIPANTS**

### **Participants (in person):**

- Fanny Voitzwinkler (GHA)
- Patrick Bertrand (GHA)
- Marine Ejuryan (GHA)
- Paul Sommerfeld (TB Alert)
- Anete Cook (Results UK)
- Aaron Oxley (Results UK)
- Yuliya Chorna (Alliance for Public Health, Ukraine)
- Sergey Filipovich (Alliance for Public Health, Ukraine)
- Rosanna Flurry (Global TB Caucus)
- Timur Abdullaev (TB People)
- Nonna Turusbekova (TB Consult)
- James Malar (Stop TB Partnership)
- Beatrijs Stickers (KNCV)

### **Participants (via Skype):**

- Jonathan Stillo
- Jamila Ismoilova (Hope)

### **3. EXECUTIVE SUMMARY**

The TBEC Steering Committee's (hereafter, SC) annual meeting took place at the end of October in Brussels, Belgium. Fifteen TBEC SC members attended the meeting – 13 were present in person and two joined via Skype. The meeting lasted for two days and was divided in four key topics: first of all, overview of TBEC activities in 2017, second, TBEC governance, specifically, TBEC registration as legal entity and subsequent elections and governance structure, thirdly, the current and future funding opportunities for TBEC, and, finally, TBEC plans for 2018.

After Secretariat presentations on the TBEC advocacy activities in the framework of CHAFEA operational grant and TBREP project amongst others, the SC proceeded to discuss the results and impact of TBEC membership survey, latest data on social media engagement and website revamp. Nevertheless, the main focus of the meeting was on two key areas: first of all, registration of TBEC as legal entity in the Netherlands and reform of current TBEC governance structures, and second, current and future funding opportunities for TBEC.

In the first part of the meeting, TBEC SC discussed in detail the registration process of TBEC in detail, including provided legal advice and cost. Further, TBEC SC discussed and agreed on Articles of Incorporation in six key areas – objectives of the network, Board size and terms of office, staff representation at Executive Committee, relationship between the Board and Oversight Advisory Committee, details of financial accounting and Board internal decision-making and voting system. Furthermore, TBEC SC also agreed on developing bylaws, outlining election process of TBEC Board, rights and responsibilities of TBEC membership, annual online consultation meeting, and the role of Executive Committee with regards to day-to-day oversight. The Board also agreed to develop internal guidelines when it comes to engagement with cooperate donors and conflict of interest.

In the second part of the meeting, TBEC SC discussed the current and future funding opportunities for TBEC, including the CHAFEA operational grant 2018-2021, future of TBREP grant after 2018, 5% initiative, HUMANA grant for NTP training in EECA region, as well as possible opportunities with regards to OSF. The meeting was concluded with discussion of TBEC activities in winter 2017 and 2018 in framework of CHAFEA, TBREP and HUMANA grants, as well as the next steps in terms of governance.

After in-depth discussion within the Steering Committee, it was agreed that the Secretariat would draft proposals for bylaws on TBEC Board, Oversight Committee, Membership, Elections and Secretariat in order to present to the SC in early 2018 for further discussion. The Secretariat was also requested to carry out with several other tasks such as reach out to various donors with further inquiries about funding opportunities and explore opportunities for closer partnership with different global and regional networks.

#### **4. ACTION POINTS**

- *Steering Committee and Secretariat to register TBEC as legal entity in the Netherlands spring 2018;*
- *Steering Committee to finalise Articles of Incorporation winter 2017/2018;*
- *Secretariat to develop TBEC bylaws (Board, membership, Secretariat, OAC) winter 2017/2018;*
- *Secretariat to update the list of members and create TBEC voting list spring 2018;*
- *Secretariat to organise Board (former Steering Committee) elections spring 2018;*
- *Board to develop internal guidelines on conflict of interest/corporate funding by spring 2018;*
- *Board/Secretariat to explore opportunities to open TBEC bank account by the end of 2018;*
- *Board/Secretariat to develop explicit TBEC transition & sustainability strategy (funding, next steps) by the end of 2018;*
- *Secretariat to increase and maximise visibility of TBEC activities via social media and website by the end of 2018;*