

Minutes of 1st CCC Oversight Committee Meeting (Term 2018-2019)
16 February 2018, 2:00pm-4:00pm
WHO Meeting Room

Present:

1. Ms. Inga Oleksy, Co-Chair of CCC-OC	5. Ms. Violette GERVEX, Embassy of France
2. Mr. Ham Hak, Co-Chair of CCC-OC	6. Dr. Ly Vanthy, US. CDC
3. Dr. Muhammed Saleem, UNAIDS	7. Mr. Steve Wignall, FHI 360
4. Ms. Vanchinsuren Lkhavador, WHO RSSH	8. Dr. Chiv Bunthy, CCC Secretariat Manager

No	Agenda Item	Summary of Discussion Points	Decision	Action, By Whom, By When
1	Welcome and introduction	Ms. Inga Oleksy, Co-Chair of CCC Oversight Committee welcomed participants and introduced agenda of the meeting.		
2	Reorganize the CCC Oversight Committee: a) Review draft TOR for CCC-OC; b) Review draft list of CCC OC membership; c) Elect the two Co-Chairs	<p>Reorganize the CCC Oversight Committee:</p> <ul style="list-style-type: none"> - Last week, we have a pre-oversight Committee meeting to bring some more new people on board. - At the beginning of the new term of CCC, the CCC has just gone through the election process in Jan 2018. The CCC also asked OC to look at the composition of Oversight Committee C and update it. - An updated list of CCC-OC membership has been shared with the members for review and comments during the meeting to confirm their interest to continue as OC members. - To meet the GF requirement, look at the TOR of OC on the membership, the OC shall consist of two Co-Chairs and up to fifteen Ordinary Members, endorsed by the CCC. Membership of the CCC is not a prerequisite for the membership of OC. - CCC has established a permanent oversight body (composed of CCC members and non-members) with adequate set of skills and expertise to ensure periodic oversight. - When expertise is not available through CCC members, the CCC may decide to engage professionals as OC members. Normally should have all stakeholders represented. We have representative from community sector (KAP and PLWD) but one constituency is not represented: that's the government sector and we need to reach out to CCC. This has been an ongoing challenge for Cambodian sitting on this OC. - The CCC Secretariat has contacted H.E. Dr. Tia Phalla and he is interested to become a member of the OC. - All OC members must declare any conflict of Interest that will or could arise in the course of undertaking their oversight duties. All OC members will sign a COI declaration at the beginning of their service. In addition, whenever the situation arise, a member must immediately declare his or her conflict of interest. The member must recuse himself or herself from conflicted matters under discussion. - Due to the need of increased OC members from government constituency and also due to limited participation from the current members, the meeting decided to postpone the election of two-Co-Chairs until next OC meeting in March 2018. 	<p>Next steps: Update list of CCC OC members with indicated their main skills and expertise.</p> <p>Reaching out to CCC to mobilize some more OC membership from RGC.</p>	Dr. Bunthy, CCC Secretariat Manager

3	<p>Review draft Oversight workplan;</p> <ul style="list-style-type: none"> - review amended draft GF expectations from oversight role 	<p>Review draft oversight workplan:</p> <ul style="list-style-type: none"> - A 1st draft CCC Oversight Workplan for 2018-2019 based on previous years was shared with OC members for discussion and further elaboration. - The meeting reviewed the GF requirement for Transitioning Model for CCM on: <ul style="list-style-type: none"> o Oversight Plan, o Composition of Oversight Committee and o Oversight process, this included: <ul style="list-style-type: none"> ▪ Quarterly activities, ▪ Reviewing PU/DR ▪ Supporting PR/Program Managers to resolve issues ▪ Feedback o Accountability: <ul style="list-style-type: none"> ▪ Sharing information ▪ Parliament update ▪ Health sector ▪ LFA involvement - The meeting suggested Ms. Inga Oleksy, Co-Chair of CCC OC to verify the activities currently listed in the updated draft GF guidance for the CCC Oversight function and make sure that it is reflected in the draft CCC OC workplan and share the updated draft version of the next workplan for OC members for comments and inputs. - The next challenge will probably be to identify (or design) simple yet effective tools to capture the complex information and OC recommendations for further consumption and action by the CCC. In the past we had CCC Dashboard tools, but they became outdated and GF tried to introduce the PR Dashboards, but those were not fully implemented either --- both attempt to synthesize key grant information in a simple summary manner. While we were interested in using the PR Dashboards at one stage, the GF CT was not supportive of that. - This could also be a good subject for discussion during the upcoming CCC retreat (OC members have also been invited) - on 14-16 March in Battambang. 	<p>Ms. Inga Oleksy will verify the activities currently listed in the updated draft GF guidance for the CCC Oversight function and make sure that it is reflected in the draft CCC OC workplan and share the updated draft version of the next workplan for OC members for comments and inputs.</p>	<p>Ms. Inga Oleksy, Co-Chair of CCC-OC.</p>
4	<p>Plan field visit for 1st Quarter? (in PP and during retreat?)</p>	<p>Plan field visit for 1st Quarter:</p> <p>During CCC Retreat:</p> <ul style="list-style-type: none"> - The CCC made plans to have its retreat and workshop from 14 to 16 March 2018 in Battambang town. All CCC OC members are invited to this CCC retreat. - On day 3, 16 March 2018 morning, the CCC is planning to have field visits to TB and HIV/AIDS programs in Battambang town. - The retreat participants (CCC and OC members) will be divided into 3 groups, 1-2 groups to visit HIV activities and one group to visit TB activity. - The meeting suggested to contact CENAT and NCHADS for their assistance in organize field visit for CCC members during CCC Retreat on Friday 16 March 2018 in Battambang Town. - The CCC Secretariat will complete the background information for the field visit form. <p>Field visit in Phnom Penh:</p> <ul style="list-style-type: none"> - The meeting suggested to visit Harm Reduction program in Phnom Penh. - UNAIDS will check with Dr. Polin on when is the next Harm Reduction working group meeting as UNAIDS is active engagement and support in this Harm Reduction issue. 	<p>The CCC Secretariat will contact CENAT and NCHADS for their assistance in organize field visit for CCC members during CCC Retreat.</p>	<p>Dr. Bunthy, CCC Secretariat Manager.</p>

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5	Follow-up Mosquito net issue	<p><u>Follow-up Mosquito net issue:</u></p> <ul style="list-style-type: none"> - HE CCC Chair has received concerns and queries about the procurement of the sub-standard LLINs in Cambodia and in a recent CCC ExCom meeting, this issue has been delegated to the CCC-OC for follow-up and resolution. - The meeting agreed: <ul style="list-style-type: none"> 1) To have Dr. Bunthy call Dr. Huy Rekol, Director of CNM to obtain further details of his concerns 2) The CCC-OC Co-Chairs will reach out to the PR-UNOPS to organize a meeting at the end of the week (with a couple of OC members present also). 		
6	<p>Other business</p> <p>a) CCC Retreat 14-16 March 2018</p> <p>b) GF Finance team mission 26 Feb to 2 March 2018</p>	<p>CCC Retreat 14-16 March 2018:</p> <ul style="list-style-type: none"> - A budget adjustment request for CCC Retreat was sent to GF CCM Hub for approval. As soon as we get the approval budget from them, a small group of people will work in detail agenda of the retreat. - The preliminary objectives of the CCC Retreat: <ul style="list-style-type: none"> o Conduct GF and CCC Orientation/induction for CCC members o Clarify key objectives for the GF Portfolio in 2018-20 o Develop Action Plan for CCC in 2018 o Conduct field visits to GF-funded activities in Battambang - The CCC OC members will be asked for input in the specific session of the Retreat agenda. <p>GF Finance team mission 26 Feb to 2 March 2018:</p> <ul style="list-style-type: none"> - GF Finance team will come to Cambodia from 26 Feb to 2 March 2018 to discuss with MEF, MoH-LIT, NCHADS and CENAT on the implementation arrangement and the expectation of the new accounting system. - A draft mission agenda was shared with the OC members for their information. 		

Seen and Approved:



Mr. Ham Hak
Co-Chair of CCC-OC
Date: 18/05/2018

Reported by:



Dr. Chiv Bunthy
CCC Secretariat Manager
Date: 22/3/2018