APMEN
ADVISORY BOARD MEETING MINUTES

Date: 13 March 2014
Location: Boardroom 8, New World Hotel, Makati, Manila, Philippines

Apologies:
Prof. Be-Nazir Ahmed APMEN Partner Institution: ACTMalaria representative: Director CDC (Malaria, Filariasis and STH, Kala-azar, Emerging Disease, Influenza, Disease Surveillance National Focal Point, Ministry Health Family Welfare, Bangladesh)

Attendees:

<table>
<thead>
<tr>
<th>Location Country/City</th>
<th>Advisory Board Member Voting</th>
<th>Advisory Board Member Observer/Non Voting</th>
<th>APMEN Secretariat Observer/Non Voting</th>
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<tr>
<td>Manila, Philippines</td>
<td>Chair: Prof Gao Qi <em>(APMEN Country Partner: Director of Jiangsu Institute of Parasitic Diseases /Director of National Key Laboratory on Technique Research of Parasitic Diseases, China)</em></td>
<td>Dr Dorina Bustos representing Dr Leonard Ortega <em>(WHO SEARO)</em></td>
<td>Prof Maxine Whittaker <em>(University of Queensland – UQ)</em></td>
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<td>Vice Chair :Dr Mario Baquilod <em>(APMEN Country Partner: Infectious Disease Office, National Center for Disease Prevention &amp; Control, Department of Health, Philippines)</em></td>
<td>Dr Rabi Abeyasinghe <em>(WHO WPRO)</em> and Dr Mark Jacobs* <em>(WHO WPRO)</em> for Dr Eva Maria Christophel <em>(WHO WPRO)</em></td>
<td>Dr Roly Gosling <em>(University of California, San Francisco – UCSF)</em></td>
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<td>Dr Christina Rundi <em>(APMEN Country Partner: Public Health Consultant, Disease Control Division, Ministry of Health, Malaysia)</em></td>
<td>Ms Arna Chancellor* <em>(UQ)</em></td>
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<td>Dr Apinya Niramsantipong <em>(APMEN Country Partner representative, Thailand)</em></td>
<td>Ms Cara Smith-Gueye* <em>(UCSF)</em></td>
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<td>Mr Albino Bobogare <em>(APMEN Country Partner: Director Vector Borne Disease Control Program, Solomon Islands)</em></td>
<td>Ms Mel Kawa* <em>(UQ)</em></td>
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<td>Prof Dennis Shanks <em>(APMEN Partner Institution: Australian Army Malaria Institute)</em></td>
<td>Mr Mika Konttinen <em>(Director, Disease Prevention and Control, Department of Foreign Affairs and Trade, Australia)</em></td>
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*Not APMEN Advisory Board member
### Agenda for APMEN Advisory Board Mid-Year Meeting

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<td></td>
<td>Identify Meeting Chair</td>
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<td>Introduction and Welcome of Participants</td>
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<td>Meeting Logistics</td>
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<td>Apologies</td>
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<tr>
<td>1.0</td>
<td>Confirmation of Previous Meeting Minutes</td>
<td>Minutes from previous APMEN Advisory Board meeting held 11(^{th}) December, 2013</td>
<td>For ratification</td>
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<td>2.0</td>
<td>Business Arising from the Previous Minutes</td>
<td>Minutes from previous APMEN Advisory Board meeting held 11(^{th}) December, 2013</td>
<td>For noting</td>
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<td>3.0</td>
<td>Matters for Consideration</td>
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<tr>
<td>3.1</td>
<td>Update DFAT Australian aid and other funding announcements</td>
<td>For discussion</td>
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<td>3.2</td>
<td>Issues arising from APMEN VI meeting</td>
<td>For discussion</td>
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<td>3.3</td>
<td>New Advisory Board process and induction post June 30(^{th})</td>
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<td>3.4</td>
<td>Expressions of interest to join APMEN – Bangladesh, Brunei, Myanmar and Populations Services International (PSI).</td>
<td>For discussion</td>
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<td>3.5</td>
<td>Contractual</td>
<td>For discussion</td>
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<td>3.6</td>
<td>Advocacy 2014/2015</td>
<td>For discussion</td>
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<td>4.0</td>
<td>General business (Board Raised Issues)</td>
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<td>5.0</td>
<td>Matters for Noting</td>
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Meeting opened at 16:30PM Philippines ST time
AGENDA ITEM 1.0: CONFIRMATION OF PREVIOUS MEETING MINUTES

Minutes from the previous meeting held in various locations 11 December 2013 were circulated via email. No notable changes were made. The Chair on behalf of the Board ratified the minutes of the end of year mid-year Advisory Board meeting.

AGENDA ITEM 2.0: BUSINESS ARISING FROM PREVIOUS MINUTES

The Secretariat provided the Board with an update on the actions undertaken from the recommendations that resulted from the previous Board meeting.

3.1 Strategic Directions, 2014 and beyond
Noted actions were subject of recent Business meeting in Manila.

3.2 APMEN Funding
Noted actions have been undertaken including discussions during Business meeting, follow up communiqués to JICA, GHIT, and Malaria No More Japan. Follow up from UQ Secretariat will occur with Brunei Ministry of Health for possible study tour in 2014. Attendance at APMEN VI of 2 officials and possible future linkages discussed. Slow process to build relationships with future funders discussed. Other funding – advocacy activities include the following:

- Face to face discussions (3) and multiple teleconferences with ADB on potential APMEN activities that may be linked to Trust Fund.
- Agreement to conduct an ADB/APLMA meeting with APMEN Country Partners post APMEN VI meeting.
- Discussions with Sumitomo regarding funding for APMEN activities. Details not confirmed but potentially 150,000USD.
- Shell Pilipinas Fellowship in Malaria Elimination Leadership and Community Participation in principle agreement with further discussions planned.
- New offers: Korea CDC to support some aspects of low income country’s participation in APMEN activities, further discussions planned.
- Chinese Ministry of Commerce support to Surveillance Training for Malaria Elimination October 2014. Meetings commenced on curriculum planning.
- Noted that MNM Japan funding has been in the form of sponsored visit by Maxine Whitaker and assistance in advocacy efforts to the Japanese Government.

All these activities are limited without core funding.

3.3 Advocacy efforts
Noted actions have included Leadership in Palawan, Manila Declaration of Commitment and Advocacy Session during World Cafe. Also ADB-APLMA Consultation scheduled for tomorrow (Friday 14)

3.4 Applications to join APMEN
Noted actions completed with new APMEN Country Partner, Lao PDR and New Partner Institutions (ICDDRB and Malaria Consortium and WEHI) attending the recent APMEN VI meeting recommendation
3.6 Contractual – Menzies, ACT Malaria, Current no-cost extension

Noted actions

Christina Rundi moved to invite Brunei to become a ‘Friend of APMEN’.
Maxine Whittaker to review the Governance document. Tabled for Discussion (3.4). Secretariat to communicate letter to Brunei.

No comments from the Board regarding the business arising. Chair confirmed that Business had been carried out.

AGENDA ITEM 3.1: Update from Department of Foreign Affairs – Australian aid program

Mika Kontiainen (Director, Disease Prevention and Control, Department of Foreign Affairs and Trade, Australia) updated the Board on the recent change of government in Australia. The Australian Government has decided to maintain the government aid budget at $5billion annually. Mika cautioned that there may be limited funds for new activities as previously projected increases to the aid budget will not occur.

The Board was advised that malaria is still a key priority for the Australian Government. This is evident in the recent allocation of 18 million over 2 years to the Asian Development Bank Regional health fund for malaria in the first instance. Another specific example of this priority was the initiation at the East Asia Summit by the Australian and Vietnamese Prime Ministers of the Asia Pacific Leaders Malaria Alliance (APLMA). Two key activities of APLMA are the taskforce’s examining quality of medicines and regional financing. These are important indications that the Australian Government will prioritise malaria in the next few years.

DFAT provided advice to Australian Government (Foreign Minister) on APMEN and the relationship between regional malaria response, as well as the APMEN VI meeting. A decision was made to commit funding to APMEN from July 1, 2014 to June 30, 2015. Mika noted that 1 July to 30 June is the budget cycle and the budget in May is when any specific decision will be announced.

Mika noted that robust benchmarks will be in place as contractual discussions move forward. There needs to be a clear understanding of the current and proposed APMEN budget. This will need to occur as soon as possible after the APMEN VI meeting and will need to include various other source of funding available and specifics on spending, financial acquittals for 2014. The other benchmark will be an acceptable, robust Monitoring and Evaluation framework which will need to demonstrate results, outputs & outcomes (impacts).
He was hopeful this could be achieved in the next 2-3 months so that the existing agreement could be extended for another 12 months, effective 1 July, 2015. Payments will be to the UQ Secretariat in tranches, each payment being triggered by milestones the first payment following agreement on budget and M&E, the second on a sustainability plan (which may include specifically tapping into regional trust fund), and the last in the lead up to the annual meeting in 2015 and on receipt of an annual report against the M&E. The intention is not to reduce funding of APMEN (rate of $1.5 million annually). There was potential for future post 2015 support to APMEN via the Regional Malaria and Other Communicable Disease Threats Trust Fund but this will need further exploration.

AGENDA ITEM 3.2: Issues arising from APMEN VI meeting

3.2.1 Strategic directions and funding arrangements
Discussion re confirmed funding and possible future funding into the second half of 2014 and beyond of the network was had. A side discussion was had regarding the impact of APMEN Capacity Building and its effectiveness that was evident during APMEN VI with confirmation by the Secretariat that prioritisation of HR capacity with no growth in budget was limited. Mika conceded that guaranteed funding for forward planning is not possible at the moment and that APMEN needs to be strategic with our partnerships. He also urged the network to demonstrate its value to the Australian Government and other potential funders.

Mark Jacobs pointed out the recently announced Global Fund changes and the resultant expected dramatic cuts of funding to many of our APMEN Country Partners will be important contexts for APLMA and APMEN (amongst others) pursuit of for high level policy advocacy for the Region.

Discussion held regarding countries cost sharing and/or funding others to attend APMEN events.

Recommendation:
That the Secretariat continues to work with potential funders and encourages co funding by those within the network of activities and or attendance at APMEN meetings

3.2.2 Governance

Questions regarding governance specifically how APMEN could be more inclusive and allow new country Partners to join from countries within the region that have already eliminated. Countries such as Singapore and Brunei were mentioned.

Recommendation:
That a review of the APMEN Governance is undertaken by a small working party of Advisory Board members lead by the University of Queensland Secretariat to identify new processes and structures for Phase 2 APMEN.

This was voted and agreed to by all members of the Board.
3.2.3 2015 Country Partner Host

It was confirmed during the APMEN VI meeting that Vietnam has been voted as host and Co-Chair of the 2015 Annual Meeting. Discussion regarding approaching the Vietnamese Government to co fund APMEN VII was suggested in light of their role as Co-Chair of APLMA meeting. However there were concerns regarding internal funding reductions of vertical public health programs in Vietnam and the impact of this upon their ability to provide substantial levels of support.

WPRO offered to share WHO protocol for Countries who they support to attend both WPRO & SEARO meetings. APMEN thanked in WPRO in advance for the list of countries for consistency purposes.

Recommendation:

That the Advisory Board recommends that the Secretariat advocate, particularly to APLMA, the significance of Vietnam as Co-Chair of both APLMA and APMEN VII and prepares for the meeting

This was voted and agreed to by all members of the Board.

AGENDA ITEM 3.3: New Advisory Board process post June 30th 2014

Discussion regarding difficulties of multi-site teleconferences for Board meetings and how the poor quality reduces the level of robust discussions hampering discussions.

Recommendation:

That the Secretariat undertakes an out of session vote for new Advisory Board Country Partners and Partner Institutions representatives in third quarter of 2014. This should occur following the results and recommended changes of the review being forwarded and voted on by the network (post Governance review). That the UQ Secretariat prepares for a face to face Advisory Board induction and meeting for at the end of year Board meeting at a coinciding regionally based meeting if possible.

This was voted and agreed to by all members of the Board.

AGENDA ITEM 3.4: Expressions of Interest to join APMEN

Advisory Board notified by Secretariat of a recent email expression of Interest to join APMEN by Population Services International (PSI). Some discussion around the “value add” that any new partner organisations bring to APMEM occurred. PSI was noted to be involved as principal recipient of Global Fund grants, involved in front line projects in Myanmar and Cambodia, involved in social marketing, ACT Watch and are a partner in the new regional fund). The Board recommended continuing the existing process whereby the Secretariat presents an analysis of any new application to the Board prior to the relevant constituencies voting. It was noted that as a
Partner Institution they would cover their own costs to attend APMEN activities and meetings. The verbal request made during APMEN VI meeting by Bangladesh to join APMEN was also noted and the Secretariat will follow up with the National Malaria Control Program and advise them on the application process.

There was also a discussion on the other types of membership that APMEN may introduce to cover countries within the region that may have already eliminated malaria but have an interest in malaria elimination in the region. Countries such as Brunei and Singapore were raised as potential possibilities (as was also discussed under 3.2.2). The Board recommended that the Secretariat undertake the requested proposed changes to the Governance document and take this situation into account in its recommendations that will be presented as an out of session proposal.

Recommendations:

That the APMEN Secretariat formally contacts Population Services International (PSI) and forward the relevant application forms for them to apply to become an APMEN Partner Institution.

The APMEN Secretariat should also start the process of application for Country Partner with Bangladesh. This was voted and agreed to by all members of the Board.

**AGENDA ITEM 3.5: Contractual**

The Board noted the conclusion of the current DFAT contract to APMEN on June 30 and the potential implications this finalisation has for the existing contracts held by the UQ Secretariat with both Menzies and ACTMalaria for Vivax and Vector Working Groups support respectively.

Recommendation:

The Secretariat informs the Board of any updates on new contract discussions. This was voted and agreed to by all members of the Board.

**AGENDA ITEM 3.6: Advocacy for APMEN issues and for APMEN future support**

Discussion focussed on developing clear messages for malaria elimination advocacy and importantly ensuring alignment of APMEN goals with APLMA. Pursuing a mutually supportive partnership/recognition between APLMA and APMEN was seen as important.

APMEN have begun activities such as the Declaration of Commitment. APMEN should ensure it includes messaging about the ADB Trust Fund, APLMA etc. in its advocacy activities. Products due for publication soon
are the Philippines case study (WHO-GMP and WPRO co funded by APMEN), and an RBM P&I Series publication on APMEN this year.

Discussion regarding the urgent need for key targeted messaging re the current funding situation held. Continuing to look for avenues to influence Global Fund on consider elimination funding should continue, even if too late for this latest round. This advocacy can also be targeted through Board members on Global Fund and civil society members with clear messages on the need for sustained malaria elimination funding. Chairs of CCMs are another mechanism for Country Partners to focus their advocacy.

Recommendation:

The Secretariat follows up immediately the request for information from County Partners to advocate messaging for Global Fund.

This was voted and agreed to by all members of the Board.

**AGENDA ITEM 4.0: GENERAL BUSINESS (BOARD RAISED ISSUES)**

Agreement that the next Advisory Board meeting would be planned if possible to coincide with another regional event. UQ Secretariat to confirm dates as soon as possible. Arna Chancellor noted it would be beneficial to conduct a face to face End Year Board Meeting as the quality of the teleconference makes for a less fluid and flowing meeting.

Professor Whittaker thanked Dr Mario Baquilod for his role in hosting the APMEN VI meeting. Professor Gao Qi thanked Dr Mark Jacobs for the WHO involvement and ongoing support to the network. Mark Jacobs thanked Gao Qi for closing the meeting on time.

**AGENDA ITEM 5.0: MATTERS FOR NOTING**