Note for the Record
PMNCH Executive Committee (EC) Meeting

31 July, 2014

PRESENT

EC Members: Flavia Bustreo, WHO (FB); Francesco Aureli, Save the Children (FA); José Belizán, Institute of Clinical Effectiveness and Health Policy (JB); Mariam Claeson, Bill & Melinda Gates Foundation (MC); Rafael Cortez, World Bank (RC); Frances Day-Stirk, International Confederation of Midwives (FD); and Naida Pasion, Save the Children (NP).

PMNCH Secretariat: Carole Presern (CP); Andrés de Francisco (ADF); and Abir Shady (AS).

AGENDA

Chair: FB

- ITEM 1 – Review of previous meeting NfR
- ITEM 2 – Financing and governance
- ITEM 3 – Strategic options for PMNCH post-2015
- ITEM 4 – PMNCH External Evaluation
  - Proposed Board response to the report
  - Process going forward, including dissemination of the report
- ITEM 5 – AOB

1. Review and approval of NfR from the EC call on 29 June, 2014

The note for the record was approved by all members.

2. Financing and governance

- Governance

CP noted that, in line with the bi-annual Board member rotation system, a number of Board members will be stepping down at the end of the year. PMNCH will notify each constituency focal point of the rotations and inform them of the transition process.

FB suggested that this should be discussed at the next EC meeting, with a view to ensuring that the Board remains harmonious and strong.

Actions:

- PMNCH to send constituency focal points a note on the upcoming transition of Board members.
- The transition to be discussed at the next EC meeting.
- Feedback on the transition and note should be sent to the PMNCH Secretariat.

- Financing

CP noted that PMNCH are looking for additional donor resources, although many donors are hesitant to make new commitments until the new strategic framework is in place. In the interim period before the new strategic framework is finalised early next year, PMNCH has sufficient resources to continue operations according a 'medium' scenario - this was approximately $1m short of expectations. New commitments have however been received from Save the Children and India and the evaluation report is also expected to support resource mobilisation efforts.

The report of the Finance Committee was delayed until after the Partners' Forum, given the large expense and additional commitments involved. Following the Partners' Forum, the report will now be finalised.

Actions:

- The report of the Finance Committee to be completed and circulated.

3. Strategic options for PMNCH post-2015

CP noted that the paper shared with the EC on PMNCH's post-2015 strategy is a think-piece that builds on the discussions at the Partners' Forum. Feedback is being sought on this paper from the constituency groups and more widely over the next two months. The feedback will be consolidated in advance of the proposed strategy retreat where the key areas of focus and direction for the post-2015 era will be defined.

The EC members agreed that this is a useful discussion paper and support the plan for discussion and incorporating feedback.

Actions:

- Constituency focal points to circulate the strategy note to their respective constituencies for feedback during August and September.
    - PMNCH to send NP a list of the NGO constituency members for circulating the strategy note.
- PMNCH to post the paper and a timeline for incorporating feedback and finalizing the PMNCH post-2015 strategy on the PMNCH website.

4. PMNCH External Evaluation

- Proposed Board response to the report

The EC agreed that the draft Board response to the evaluation which was shared in advance of the call is a useful document. Specific feedback was provided, which should be incorporated into the document:

- Some key findings/ suggestions to be included in the first section.
- Include different colours for the sections developed by the evaluators (e.g. recommendations) and the Board.
- Should make the dates proposed by the evaluators, and those agreed to by the Board clear. This should note the sequential nature of the activities, rather than necessarily specifying dates (an Excel visual may be developed in future to support this process).

Specifically related to the governance aspects of the evaluation:

- FB noted that some aspects of the evaluation recommendations on governance should be discussed once the new strategic framework is in place (e.g. related to the Board composition), while others can be discussed now.
- Related to the functioning of the EC, FB noted that it may be appropriate to facilitate a face-to-face discussion to explore options for ensuring participation and continuity, etc. This would allow PMNCH to demonstrate they are taking steps to address the feedback, but doing so in a sensible sequential manner. A review of the existing TORs for the EC may also be appropriate.

- Process going forward, including dissemination of the report

- Following the Board's feedback on the evaluation report which was incorporated following the Partners' Forum, the report will now go to constituency groups for further feedback.

- The EC members agreed with the process that feedback received will be dealt with by an Evaluation Response Committee and discussed in mid-December along with the strategy retreat and Board meeting.
- CP noted that there are key strategic issues to be dealt with from the evaluation, and it will be key for the new strategic framework to deal with these. As such, the evaluation and feedback received on it from Partners will be key inputs for the development of the new strategic framework.

Actions:

- PMNCH to incorporate feedback received by the EC on the draft response paper. This should be accompanied by a short document on the evaluation findings and the evaluation report, and sent to the constituency focal points to circulate to their respective constituencies with a request for feedback. A named focal point will be responsible for collating feedback.
- In terms of the governance aspects of the evaluation, the EC should feedback on the existing EC TORs to the Secretariat. The Secretariat to explore options for a face-to-face discussion, for example at the General Assembly where a number of members will already be attending.

5. AOB

➢ CP transition

The EC passed on their thanks to CP for her work at PMNCH and wished their good luck for the future. It was noted that this is an important time for PMNCH and the EC hope for a smooth transition and for the ED's position to be filled shortly.

FB is discussing a transition plan with CP now, and will start the recruitment process shortly - this will be a special process with Board members involved. To identify a suitable target, WHO will use a recruitment consultant and canvas constituency members for suggestions, as well as placing adverts in the Economist and Lancet, etc.

There may be a need to have an acting ED to ensure the continuity of the Secretariat's work. They may also consider some additional support for the Secretariat, perhaps an additional person, and will work with Carole to define the scope of this work.

In terms of timelines, FB noted the intention to submit the job description to the Board this week, allow another week for comments, and then place the vacancy notice on the website where it will stay for 6 weeks. In the following two months they hope to have selected the candidate and initiated planning for the transition.

Following a request for CP's views on the future of PMNCH, CP will develop a short document on her experience at PMNCH as well as outlining more forward looking aspects. FB requested that CP be available to discuss this at the strategy retreat in December, and in particular, to discuss these issues with the new ED, as and when recruited.

➢ Next Board meeting

The current suggestion is to schedule the next Board meeting for the 15th December in a European location. However, this is yet to be finalised and is dependent on the Chair of the Board's availability.

No other business was raised by the EC members.