

# CCM Meeting Minutes

INPUT FIELDS INDICATED BY YELLOW BOXES

MEETING DETAILS									
COUNTRY (CCM)		Mongolia			TOTAL NUMBER OF <u>VOTING</u> MEMBERS PRESENT (INCLUDING ALTERNATES)			14	
MEETING NUMBER (if applicable)		78			TOTAL NUMBER OF <u>NON-CCM</u> MEMBERS / OBSERVERS PRESENT (INCLUDING CCM SECRETARIAT STAFF)			9	
DATE (dd.mm.yy)		On 8 <sup>th</sup> of June, 2018			DETAILS OF PERSON WHO CHAIRED THE MEETING				
HIS / HER NAME & ORGANISATION	First name	Myagmar			QUORUM FOR MEETING WAS ACHIEVED (yes or no)			Yes	
	Family name	Byambasuren			DURATION OF THE MEETING (in hours)			3.30	
	Organization	Trade Union			VENUE / LOCATION		Sky Plaza Business Center, Conference Hall A		
HIS / HER ROLE ON CCM (Place 'X' in the relevant box)	Chair				MEETING TYPE (Place 'X' in the relevant box)	Regular CCM meeting		X	
	Vice-Chair					Extraordinary meeting			
	CCM member					Committee meeting			
	Alternate					GLOBAL FUND SECRETARIAT / ATTENDANCE AT THE MEETING (Place 'X' in the relevant box)		LFA	X
HIS / HER SECTOR* (Place 'X' in the relevant box)								FPM / PO	
GOV	MLBL	NGO	EDU	PLWD	KAP	FBO	PS	OTHER	X
							X	NONE	

LEGEND FOR SECTOR*			
GOV	Government	PLWD	People Living with and/or Affected by the Three Diseases
MLBL	Multilateral and Bilateral Development Partners in Country	KAP	People Representing 'Key Affected Populations'
NGO	Non-Governmental & Community-Based Organizations	FBO	Religious / Faith-based Organizations
EDU	Academic / Educational Sector	PS	Private Sector / Professional Associations / Business Coalitions

SELECT A SUITABLE CATEGORY FOR EACH AGENDA ITEM (Place 'X' in the relevant box)														
GOVERNANCE OF THE CCM, PROPOSALS & GRANT MANAGEMENT RELATED TOPICS														
Review progress, decision points of last meeting – Summary Decisions	Review CCM annual work plans / budget	Conflict of Interest / Mitigation	CCM member renewals/appointments	Constituencies engagement	CCM Communications / consultations with in-country stakeholders	Gender issues	Proposal development	PR / SR selection / assessment / issues	Grant Consolidation	Grant Negotiations / Agreement	Oversight (PUDRs, management actions, LFA debrief, audits)	A request for continued funding / periodic review / phase II / grant consolidation / closures	TA solicitation / progress	Other
AGENDA ITEM #1	Introduction of an agenda, previous meeting decisions and its performances													
	X													

AGENDA SUMMARY	
AGENDA ITEM No.	WRITE THE TITLE OF EACH AGENDA ITEM / TOPIC BELOW
AGENDA ITEM #1	Introduction of an agenda, previous meeting decisions and its performances





<b>QA</b>				
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)				
None				
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>	Yes			
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED				
<p><b>Dr.Tsolmon, NCCD:</b> Presented the re-programming proposal, GF supported TB project /Appendix 1 – Budget allocation/. So the meeting went on as the members' discussion on the allocation. He also explained that he tried to figure out and set up numbers were on the Health Minister's Decree 126. He was mentioned that 75% of the budget was for missions and this decree couldn't be implemented in such short period because it will take more than 500 days.</p> <p><b>S.Galbadrakh, Public Health Department:</b> presented MOH justification according to the GF re-programming standard. /Appendix 2 –MOH presentation/.</p>				
SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM <i>Please summarize the respective constituencies' contributions to the discussion in the spaces provided.</i>				
Answer(S) <i>Summarize the answer in the section below</i>				
PCU expressed their opinion on how to resolve problems with the explaining procurement budget is important for Mongolia and there is also TB care and prevention budget allocated in this grant.				
DECISION(S) <i>Summarize the decision in the section below</i>				
According to the CCM members' recommendation, MOH specialists to collaborate with PCU and certain counterparts to resolve the issues and then MOH officials able to bring the reprogramming proposal to the CCM meeting.				
<b>DECISION MAKING</b>				
MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS* <input checked="" type="checkbox"/>	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING <input checked="" type="checkbox"/>	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS	<b>x</b>
			SECRET BALLOT	
		ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF THE DECISION</u> >		<b>14</b>
		ENTER THE NUMBER OF MEMBERS <u>AGAINST</u> THE DECISION >		
*Consensus is general or widespread agreement by all members of a group.			ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u> >	
<b>AGENDA ITEM #3</b>	<b>Presentation of the Sub Recipient: NCCD, STI departments</b>			
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)				
None.				
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)>				No
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED				
<p><b>B.Oyunbileg:</b> Presented the current HIV project implementation and the bottlenecks; /Appendix 3- NCCD presentation/</p>				
SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM <i>Please summarize the respective constituencies' contributions to the discussion in the spaces provided.</i>				
Answer(S) <i>Summarize the answer in the section below</i>				

DECISION(S) Summarize the decision in the section below

**DECISION MAKING**

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	X	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	X	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS	
				SECRET BALLOT	
				ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF THE DECISION</u>	>
				ENTER THE NUMBER OF MEMBERS <u>AGAINST THE DECISION</u>	>
			ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u>		

\*Consensus is general or widespread agreement by all members of a group.

AGENDA ITEM #4	<p><b>CCM charter revision, CCM chair and vice chair, QA</b></p> <ul style="list-style-type: none"> <li>• <b>CCM Oversight Committee Composition</b></li> <li>• <b>CCM chair and vice chair</b></li> </ul>
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CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

None.

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no)> No

**SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED**

CCM members discussed the composition of the committees of the executive, oversight and conflict of interest and CCM chair and vice chair as 3 tables below with the votes of 14 members, who was attending the CCM 78<sup>th</sup> meeting. In addition, the CCM Secretariat obliged to submit a letter of CCM membership appointment to required organizations.

**CCM EXECUTIVE COMMITTEE MEMBERS**

N <sup>o</sup>	Names of members	Position	Representation (area)
1	B.Myagmar	Confederation of Mongolian Trade Union, Executive Director, CCM chair	Academic/ Educational sector
2	B.Tsogtbaatar	Director of public administration and management department of MoH, CCM vice chair	Governmental Organization
3	Mr.Sergey Diorditsa	World Health Organization representative	Multilateral organizations
5	J.Odgarid	GandanTegchilen monastery	Religious Organization
6	N.Tamir	Uudrug Amidral NGO	Key affected population

**CCM OVERSIGHT COMMITTEE MEMBERS**

N <sup>o</sup>	Names of members	Position	Representation (area)
1	A.Nyamdorj	Youth lead council, OvCo chair	Non-Governmental Organization



2	Ts.Gankhuu	Anti-Tuberculosis Association	Non-Governmental Organization
3	A.Tsetsegmaa	UN Resident Coordination Specialist	Multilateral Organization
4	G.Nyampurev	Youth Health NGO	PLWD/HIV
5		MOH officer	Governmental Organization

### CCM CONFLICT OF INTEREST WORKING COMMITTEE

No	Names of members	Position	Representation (area)
1	Ts.Adiyakhishig	Head referent	The representative of the National Human Rights Commission
2	J.Munkhjargal	Referent of the National Security Council	The representative of the National Security Council
3	S.Dondov	Head of the Human Rights Center for Citizens	Human Right Non-Government Organization

**SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CC M**  
*Please summarize the respective constituencies' contributions to the discussion in the spaces provided.*

**DECISION(S)** *Summarize the decision in the section below*

CCM members discussed the composition of the committees of the executive, oversight and conflict of interest and CCM chair and vice chair with the votes of 14 members, who was attending the CCM 78th meeting. In addition, the CCM Secretariat obliged to submit a letter of CCM membership appointment to required organizations.

#### DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	X	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	X	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS	X
				SECRET BALLOT	
	ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF THE DECISION</u>			>	
	ENTER THE NUMBER OF MEMBERS <u>AGAINST THE DECISION</u>			>	14
ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u> >					

\*Consensus is general or widespread agreement by all members of a group.

### SUMMARY OF DECISIONS & ACTION POINTS

AGENDA ITEM NUMBER	WRITE IN DETAIL THE DECISIONS & ACTION POINTS BELOW	KEY PERSON RESPONSIBLE	DUE DATE
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AGENDA ITEM #2	According to the CCM members' recommendation, MOH specialists to collaborate with PCU and certain counterparts to resolve the issues and then MOH officials able to bring the reprogramming proposal to the CCM meeting.	MOH-PR, PCU	
AGENDA ITEM #4	CCM members discussed the composition of the committees of the executive, oversight and conflict of interest and CCM chair and vice chair as 3 tables below with the votes of 14 members, who was attending the CCM 78th meeting. In addition, the CCM Secretariat obliged to submit a letter of CCM membership appointment to required organizations.	CCM SECRETARIAT AND MEMBERS	

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

NEXT MEETING (INCLUDES OUTSTANDING AGENDA ITEMS NOT COMPLETED DURING CURRENT MEETING)	
TIME, DATE, VENUE OF NEXT MEETING (dd.mm.yy)	2018
PROPOSED AGENDA FOR NEXT MEETING	WRITE THE PROPOSED AGENDA ITEMS IN THE SPACES PROVIDED
AGENDA ITEM #1	
AGENDA ITEM #2	
AGENDA ITEM #3	
AGENDA ITEM #4	
AGENDA ITEM #5	

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

SUPPORTING DOCUMENTATION	Place an 'X' in the appropriate box	
	Yes	No
ANNEXES ATTACHED TO THE MEETING MINUTES		
ATTENDANCE LIST	X	
AGENDA	X	
OTHER SUPPORTING DOCUMENTS	X	
APPENDIX 1-10	X	
IF 'OTHER', PLEASE LIST BELOW:		
Grant presentation from CCM, PCU.		

CHECKLIST (Place 'X' in the relevant box)			
	YES	NO	
AGENDA CIRCULATED ON TIME BEFORE MEETING DATE	X		The agenda of the meeting was circulated to all CCM members, Alternates and Non-CCM members <u>2 weeks</u> before the meeting took place.
ATTENDANCE SHEET COMPLETED	X		An attendance sheet was completed by all CCM members, Alternates, and Non-CCM members present at the meeting.
DISTRIBUTION OF MINUTES WITHIN ONE WEEK OF MEETING	X		Meeting minutes should be circulated to all CCM members, Alternates and non-members within <u>1 week</u> of the meeting for their comments, feedback.

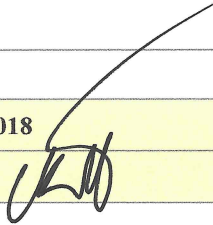


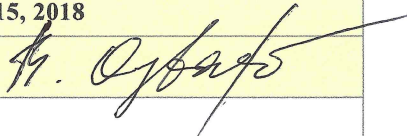
FEEDBACK INCORPORATED INTO MINUTES, REVISED MINUTES ENDORSED BY CCM MEMBERS*	X		Feedback incorporated into revised CCM minutes, minutes electronically endorsed by CCM members, Alternates and non-members who attended the meeting.
MINUTES DISTRIBUTED TO CCM MEMBERS, ALTERNATES AND NON-MEMBERS	X		Final version of the CCM minutes distributed to CCM members, Alternates and Nonmembers and posted on the CCM's website where applicable within <u>15 days</u> of endorsement.

\* Often CCM minutes are approved at the next meeting. For many months can pass before the next scheduled meeting, electronic endorsement of the CCM minutes is considered to be a more efficient method for effective meeting management.

GLOSSARY FOR ACROYNMS USED IN THE MINUTES:	
ACROYNM	MEANING
CN	Concept Note
MOH	Ministry of Health
CCM	Country Coordinating Mechanism
NGO	Non-Governmental organization
WHO	World Health Organization
UN	United Nations
COIWC	Conflict of Interest Working Committee
CMJ	Confederation of Mongolian Journalists
PCU	Project Coordinating Unit
PR	Principal Recipient
MOF	Ministry of Finance
PLWD	People Living With Deseases

To add an additional 'Acronym', highlight the entire row corresponding to the last 'Acronym' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows

CCM MINUTES APPROVAL:			
APPROVED BY (NAME) >	B.MYAGMAR	DATE >	June 15, 2018
	CCM chair	SIGNATURE >	

CCM MINUTES REVIEWED BY:			
TYPE / PRINT NAME >	B.Oyundari	DATE >	June 15, 2018
FUNCTION>	CCM Secretariat Coordinator	SIGNATURE >	

CCM MINUTES PREPARED BY:			
TYPE / PRINT NAME >	L.Nomin-Erdene	DATE >	June 15, 2018
FUNCTION>	CCM assistant	SIGNATURE >	