

**Minutes of the 104<sup>th</sup> Meeting of the Country Coordinating Mechanism, Sri Lanka held on 10<sup>th</sup> February 2015, at 2.00 pm, at the Conference Room of the Anti Malaria Campaign, Public Health Complex, 555/5, Elvitigala Mawatha, Colombo 05.**

**Participants**

**Members:**

- |                                |   |
|--------------------------------|---|
| 1. Dr. Palitha Abeykoon        | - Vice Chair CCM Sri Lanka - AIDS Foundation of Lanka |
| 2. Dr. K.N.G. Seneviratna      | - Director / NPTCCD                                   |
| 3. Dr. Risintha Premaratne     | - Acting Director, AMC                                |
| 4. Dr. Arvind Marthur          | - WHO   |
| 5. Dr. Dayanath Ranatunga      | - UNAIDS  |
| 6. Dr. Kumari Navaratne        | - World Bank  |
| 7. Mr. Shirley Tissera         | - Congress of Religions                               |
| 8. Ms. Swarna Kodagoda         | - Alliance Lanka                                      |
| 9. Dr. Panduka Wijeyaratne     | - TEDHA   |
| 10. Mr. Premabandu Jayathilake | - Tissajaya Children Welfare Foundation               |
| 11. Mrs. Thushara Agus         | - Family Planning Association                         |
| 12. Mrs. Kusum Jayalath        | - KAP   |

**Alternative members:**

- |                          |                               |
|--------------------------|-------------------------------|
| 13. Ms. P.K. Dissanayake | - Ministry of Education       |
| 14. Mr. S.B Niyangoda    | - Nation Builders Association |

**Observers:**

- |                           |                               |
|---------------------------|-------------------------------|
| 1. Ms Sylwia Murray       | - The Global Fund             |
| 2. Dr. Iffthikar          | - Project Manager HSS - GFATM |
| 3. Dr. N. Punchihewa      | - GF/Focal Point /NSACP       |
| 4. Dr. D. Ranasinghe      | - WHO                         |
| 5. Dr. Sudath Samaraweera | - Acting Director GFATM MoH   |

**Excused:**

- |  |  |
|--|--|
| 1. Dr. D.M.R.B. Dissanayake            | - Secretary/ Ministry of Health, Chair/CCM Sri Lanka     |
| 2. Dr. P.G. Mahipala                   | - Director General of Health Service, Ministry of Health |
| 3. Dr. Sisira Liyanage                 | - Director / NSACP                                       |
| 4. Dr. Iyanthi Abeywickrame            | - SLMA   |
| 5. <b>Representative not nominated</b> | - Ministry of Finance                                    |
| 6. Mrs. Dilka Pieris                   | - World Vision Lanka                                     |
| 7. Mrs. Princy Silva                   | - PLWD   |
| 8. Dr. Renuka Jayatissa                | - UNICEF   |
| 9. Mr. Dhanasena Hettiarachchi         | - Nation Builders association                            |
| 10. Mr. V. Abeyratne                   | - Ministry of Education                                  |

**CCMSL Secretariat:**

- |                           |                            |
|---------------------------|----------------------------|
| 1. Mr. Chanaka Walawwatte | - Programme Officer /CCMSL |
| 2. Ms. Hirusha Alwis      | - DEO/CCMSL                |

**Absent :**

- |                             |   |
|-----------------------------|---|
| 11. Dr. N.C. Amarasinghe    | - Ministry of Labour and Labour Relations |
| 12. Mrs. S.A.D.S Subasinghe | - Ministry of Social Services             |
| 13. Dr. Sarath Amunugama    | - DDGPHS I, Ministry of Health            |

## **Proceedings:**

The meeting started at 2.00 pm chaired by Dr. Palitha Abeykoon Vice Chair /CCM Sri Lanka as Dr. D.M.R.B. Dissanayake, the new Chair, had tendered his excuse and he welcomed all the participants and delegates from the GF including Ms Sylwia Murray, Dr Arvind Mathur, WHO- WR (Member of CCM), and all the invitees.

### **1. Excuses:** Dr. Palitha Abeykoon mentioned the names of excuses received. **(Please see the list above)**

- **Confirmation of the Minutes of the previous meeting – 103<sup>rd</sup> Meeting held on 16<sup>th</sup> December 2014:**

The Minutes of the 103<sup>rd</sup> meeting which was circulated to the members were taken up for adoption and Dr. Abeykoon went through page by page and as there was no correction, the minutes were adopted as being in order, proposed by Dr. Pandu Wijeratne and seconded by Mr. Premabandu Jayathilake.

- **Declaration of Conflict of Interest:**

The Vice Chair informed the members that if any member is having COI related to any of the items in the agenda they should excuse themselves and leave the venue when the subject is taken up for discussion. The CCM members agreed to that.

### **2. Matters arising from the minutes:** As most of the items of Minutes were listed under Agenda item only the following items were discussed

#### **Page 6; 8 - Eligibility and Performance Assessment (EPA) of CCM and Follow-up Actions:**

Dr. Abeykoon tabled the snap shots of EPA tool and explained the members that even though the CCM Sri Lanka has compliant with most of the Eligibility Requirements (ER) and Minimum Standards (MS) there are few ERs and MSs which are non-compliant and intermediate compliant specially ER 5 has to be addressed by the constituency representatives who are responsible for this and to help the CCMSL Secretariat to address this requirement.

#### **Page 7; 11b - 2<sup>nd</sup> Para,**

Dr. Abeykoon mentioned that Mr. Pathirathna was a Member of the Oversight Committee and the Chairman of the Finance Subcommittee and he was appointed to these committees because of his expert knowledge and the position in the Ministry so he can monitor the GF grant of MoH, but now there is a replacement in the ministry and Dr. Abeykoon wanted the guidance of the CCM in this matter as to continue him or appoint the replacement as the new member.

## **Agenda Items**

### **3. Feedback from Oversight Committee:** Mr. Tissera readout the report of the last Oversight Committee meeting held on 30<sup>th</sup> January 2015. He mentioned that Dr. Mahipala, Chairman of Oversight Committee chaired the meeting and the meeting was started at 4.30 pm at the DGHS office. He also mentioned the names of the members and invitees who were present, and who were excused.

He also said that two PRs made their Presentations,

1. Mrs. Thushara Agus presented the PR2 activities and achievements they have gained. He also mentioned that FPA had utilized 80% of the funds and got A2 initial rating with an overall rating of B2 for the project and Oversight Committee Members congratulated the FPA.
2. Dr. Iffthikar, Project manager made a presentation on HSS activities, achievements, constraints and issues related to the project. He also said that Rs 482 mil was utilized out of Rs. 1636 mil and with 1 ½ years remaining to continue the work with Rs.600 mil commitment for construction work and waiting for the approval from the GF. The HSS overall rating was B1 and the Grant rating by the Country Team was B2.

Mr. Tissera also mentioned the main items discussed at the meeting and decisions taken and instructions given to take action.

- Reprogramming the funds which are not utilized eg: PHI training and PHM training. Procurement of Bikes,
- Advice to hire a private auditor immediately and outsourcing it: HMIS (University of Oslo, SARA)
- Recruitment and training of Health Assistants – Dr. Jude, Provincial Director of Northern Province was advised to continue the process which was on hold due to the presidential election.
- Chairman of the Technical Evaluation Committee was advised to expedite the approval and do the procurement of stationary which was affecting the smooth functioning of Project Administration.
- Director - AMC was requested to follow up the issue of the TEDHA vehicle.
- LFA was requested to expedite pending reviews
- CCM Sri Lanka Secretariat was advised to invite Dr. Sarath Amunugama to participate as an observer in the future Oversight Committee meetings.

Mr. Tissera also said the following items which were discussed at the previous meeting held on 5<sup>th</sup> September 2014 were further discussed on 30<sup>th</sup> of January.

- **Issues of CCM Secretariat and Performance of CCM Secretariat staff:** at this time CCM Sri Lanka Staff went out of the meeting venue.

After discussing the comments made by Ms. Sylwia's and subsequent reassessment of the performance of the CCM Sri Lanka staff, the Oversight Committee re- recommended the CCM and Ms. Sylwia to consider paying the stopped increment of CCM Secretariat staff as their performance has improved.

- **Decision about Dashboard Presentation**

CCM Sri Lanka Secretariat was advised to make the Dash Board presentation at the next Oversight Committee meeting without PR presentations.

Mr. Tissera also mentioned about the following Agenda items discussed,

- **Feedback from the Finance Subcommittee**

Mr. Tissera mentioned that Mr. Pathirathna handed over the report prepared by the subcommittee after having 11 meetings. He also said that the Oversight Committee appreciated the effort taken by the Finance Subcommittee to prepare the comprehensive report and

Dr. Sudath Samaraweera Acting Project Director was advised to see the possibility of appointing Mr. P.A. Pathirathne as Finance Manager for a vacant position in MoH - GFATM grants.

- **Dates for Oversight visits.**

Mr. Tissera mentioned the OC has decided to visit the following GF grant activities,

**Visit 1:** On 22<sup>nd</sup> February 2015 to visit Galle to oversee the project activities carried out by PR 2 of HIV/AIDS grant.

**Visit 2:** On 14th and 15th of March 2015 to Eastern Province to oversee the activities of both PR1 and PR2 activities.

- He proposed to replace Mr. Pathirathne with his successor in the Ministry to the Oversight Committee and the CCM Members also agreed to that.
- Finally Mr. Tissera suggested Dr. Mathur's name for the Oversight Committee and Dr. Dayanath seconded the proposal and the members agreed to include Dr. Arvind Mathur in the CCM Oversight Committee and Dr. Mathur thanked the CCM for including him in the Oversight Committee and he informed the members that in future also the WHO will continue to support the CCM.

Ms. Sylwia commented about the importance of keeping the Finance Subcommittee functioning as they have identified some Financial Issues. Also she commented about the HIV concept note development process and to keep a track about the progress and to include PLWHIV, FSW and the community organizations in the development process and to have good discussion, also mentioned that the current grant is finishing this year.

She also commented on CCM Sri Lanka Secretariat Staff salary increment and said that she has not received adequate supporting documents of Performance Appraisal (PA) and the CCM members agreed to resubmit the Performance Appraisal with required information for approval of the salary increments. She informed the section of Self evaluation in the PA form was never submitted.

#### **4. KAP pilot Project update and 2<sup>nd</sup> year activity plan and budget**

Dr. Abeykoon mentioned that the Chair of the KAP subcommittee is excused and Ms. Thushara was requested to give an update. She mentioned that the new budget was prepared amounting US\$ 23,469 and it has to be endorsed by the CCM and the global fund has to be informed. Ms.Thushara also mentioned that the year 1 activities are completed successfully and year 2 budget and activity plan has been revised according to the comments made by the Subcommittee members and already circulated to the members.

At this time a copy of the activity plan and the budget was presented to the members and Mrs. Swarna mentioned that instead of having the same type of meeting this year and to have provincial meetings with the supervision of the CCM Members or Subcommittee members and she wanted some allocation for the travelling of the CCM Members, and she also said that she has pointed out this in her comments.

She also wanted to know about the payment due to CSDF which is included in the last year budget and why it was not paid.

Ms. Sylwia commented saying that this is a small issue but it has to be sorted out with the GF Finance Adviser.

The CCM secretariat was advised re-circulate the budget with the amendments to the members before submitting to the GF for any further comments and the members endorsed the proposed activity plan and budget unanimously. Ms. Thushara also mentioned that the 2<sup>nd</sup> year activities will be implemented from 1<sup>st</sup> March 2015.

#### **5. Update on CCM Sri Lanka Membership changes.**

##### **a. Changes in the representation.**

Dr. Abeykoon mentioned the changes in the representation which had taken place and mentioned the names of the following new representatives.

1. Chair CCM - Dr. D.M.R.B. Dissanayake Secretary to the Ministry of Health and Indigenous Medicine
2. WHO – Dr. Arvind Mathur

As the Ministry of Finance and the Ministry of Social Service have got new Secretaries with the change of Ministries a request has to be sent to nominate new members.

##### **b. Review of the composition.**

Dr. Abeykoon said that under the improvement plan of EPA, reviewing the composition of CCM and to validate whether adequate and effective representation of KAP and TG/MSM is one of the planned activity under ER 4 - membership. Dr. Abeykoon reminded the members that last year when the election was held to select new members, the MSM/TG constituency also applied but they were not eligible to stand for the election because they have not satisfied the basic selection criteria. Also the members informed that according to the CCM Sri Lanka Governance Manual the number of the KAP members can't be increased but the CCM have the representatives from the organizations who are working with KAPs and the members decided to not change the composition to include MSM/TG as suggested. Dr. Abeykoon further explained that although they are not

directly representing in the CCM, their views are reflected in the CCM through the activities of KAP Task-force Subcommittee.

## **6. Changes to the Sri Lanka Portfolio :**

### **(This item was discussed at later part of the meeting)**

Dr. Abeykoon tabled a letter from Mr. Luca Occhini, Regional manager/ South and East Asia Team, informing that Ms. Sylwia Murray, FPM who has been working with Sri Lanka for the past two years has been assigned as the FPM for the Middle East and North Africa (MENA) team w.e.f. 1<sup>st</sup> March 2015. He formally thanked Ms. Sylwia for all what she has done to Sri Lanka and individual projects and the CCM Sri Lanka for the last 2 years. He also commented about her outspoken comments which were very helpful and constructive. He also mentioned that she who has pushed the Project directors to keep to the dead line and keep the process in line and eliminating the financial management issues. He also informed that the rest of the team will remain as the same and he will inform the members once the new FPM is appointed.

Then Ms. Sylwia gave a speech and thanked everyone for the support they have given to her.

## **7. Concept Notes- Progress update**

### **a. Malaria-**

Dr. Risintha informed that the TRP wanted to rewrite some sections and resubmit the concept note for Malaria, and they are now in the process of revising the CN with the help of the GF and WHO. He also said that one Malaria expert from the GF Country Team came to Sri Lanka last week and they were working with him and his suggestions were incorporated into the CN and now the GF has introduced a new budget template and they are working on that. He also informed that presently he is working with the GF Country team and revising the necessary sections and they have to submit the CN on 27<sup>th</sup> February 2015. Also he mentioned that the current NCE will end on 31<sup>st</sup> March and they have savings of US\$ 3 mil from the previous grants which can be utilized with another NCE till the new disbursement comes and this is in addition to the funds of NFM 6.3 mil.

### **b. TB**

Dr. Samaraweera informed that the CN was recommended by the TRP for Grant Negotiation and they need to give some clarification on certain issues. He also said that Ms. Sylwia is working on the NCE submitted for 6 months January to June. Ms. Sylwia mentioned that there are few technical issues have to be resolved in grant negotiation and WHO is willing to help on that. She also explained that they have to sign the grant agreement and also the GF need get the current grant audit report which is already delayed for any future disbursement. Dr. Mathur extended his willingness to give any technical support to speed up the grant negotiation and to get the funds soon.

Dr. Abeykoon advised both directors to get the maximum benefit from the Country Team while they are here and to finish as far as possible before they leave.

### **c. HIV**

#### **1. NSP Review and CN development**

Dr. Abeykoon invited the two representatives from NSACP to explain the progress of NSP review and CN development process. Dr. Neelamani Punchihewa informed the members that the CN development process commenced in last November, the Members of the TWG were identified by the Director NSACP and was approved by the Oversight Committee of the CCM, the road map was developed and they have to do few things as pre-requisite to the CN development.

The present NSP is for 2011 -2017 and it has to be reviewed before preparing the CN.

She also said that with the help of College of Venereologists they have developed a costed NSP for 2015 to 2017 and it was circulated among the stake holders for comments.

Also they wanted to do a Midterm review and technical team for Midterm Review was identified and currently it is ongoing and taking the recommendations of the review they will update the 2015 -17 NSP.

She also said the epidemiological analysis was done and with the recommendations they will focus and develop the areas to keep the epidemic low.

Dr. Neelamani also said that with the help of External Consultants have finished the Risk and Gap analysis and they have submitted a draft report and waiting for the observation from the members to know what exactly should be done to the NSP to work better. She further explained that Risk and gap analysis consist of M&E, Finance, Procurement and Programmatic areas.

She mentioned that they had a successful workshop to identify the gaps in the M & E system with the participation of current PR1 and PR 2 with other stakeholders and developed an M&E strengthening work plan and now waiting for the report. She also said that the M&E plan and costing was not done earlier and with this they will have a better performance framework and M&E plan to the concept note.

Dr. Neelamani further said that with the draft report of the Midterm review schedule to receive by 13<sup>th</sup> February 2015 they can focus on the priority areas of the NSP which should be included in the CN with the consensus of the stakeholders by having a stakeholders meeting.

Dr. Neelamani also mentioned that the WHO is supporting to get the support of an international consultant to write the CN and also a local consultant has been identified to help in the development of the CN and now they are waiting for the TOR of the Consultant and she requested the support of the consultant for grant negotiation as well.

She also said that they have a new accountant for the HIV Grant and they have problem with procurement and she wanted the support of the CCM to hire an experienced procurement specialist and an accountant for CN development.

Ms. Sylwia commented about the review and said that the outcome of the review is important for the CCM and she requested the CCM Members to attend the meeting with the review team.

She also said that they have to plan it properly because the HIV grant will be over this year and the MoH will continue their activities whether the GF funds come or not, but the outreach activities done by the CSO will get affected and the organizations working with will be affected and they need to have a strong leadership of the NSACP with the support of UNAIDs and WHO for this.

Dr. Neelamani mentioned that they are planning to submit the CN in April 2015 but she was not sure and the Vice Chair said the CCM should know when they are planning to submit the CN and to find out from the Director NSACP and to inform the CCM because the CCM has to plan for it.

Dr. Dayanath made his comments as follows, they have done the ground work but the CN development has to be done with some framework and he suggested to re look at where we are and they have to be formalized and sequence them and work to achieve the target.

Ms. Thushara made her comments as the things are done in bits and pieces but all parties are invited and done in an inclusive manner. She also said that the direction part, when are they going to do what, that part is missing, and the dead line not clear in the mind.

Ms. Sylwia commented saying that strong leadership is necessary to keep the direction, and reminded that she had shared the template of the road map of the CN development on 29<sup>th</sup> July 2014 which was prepared by her and her team to assist them to organize themselves. She stressed that the GF and the WHO can only assist but not the leadership and the country team can't organize the system.

At this time Dr. Mathur expressed his willingness to provide necessary technical support from WHO to submit to the target.

## **2. Expressions of Interest (EOI)**

Dr. Abeykoon informed the members that the CCM Sri Lanka Secretariat has published a newspaper announcement calling for expressions of interest to participate in the CN development and to be PRs for HIV grant of the GF on local newspapers of all three languages, Dinamina and Daily News on 21<sup>st</sup> January 2015 and Thinakaran on 22<sup>nd</sup> January respectively and there are 18 EOIs received by the Secretariat and the Secretariat was advised to do the needful. Dr. Abeykoon also informed the members that the secretariat has organized a meeting for the interested parties on 19<sup>th</sup> February 2015 at NSACP auditorium and he also stressed that inputs from these interested parties are very crucial for the CN development and to get them involved in the process of CN development.

Ms. Kusum mentioned about her organization and the difficulties they are facing in running the organization and she also mentioned that she and another 4 FSW had a chance to go to India for a training workshop and they are working with their own money for the activities like condom distribution and escorting the members to the clinics.

Mr. Jayathilaka wanted to know whether the information collected by the field meetings will be included in the Concept Note.

Ms. Swarna Kodagoda and Ms. Thushara shared their views about how the CSO can get the funds, and Ms. Swarna further said because of lack of funding CSOs can't exist and it is a reality for all CSOs, and if they have the capacity they have to apply for funding from the GF or some other source. The Vice Chair advised them to discuss with the CN writing committee to find the ways to get the funds.

Dr. Kumari Navaratne raised a query about the overall funding of the Provinces for TB, and mentioned that very little money available for the DTCOs at the District level and the Provinces also don't allocate money because of the GFATM. She also mentioned that she wanted to know how much of money and what proportion is going to the Provinces in 2015 for infrastructure development and other requirement, and she also said that this was discussed at the external review also and like for CSOs the allocation for the provinces also important and for intervention they don't have any funds. She also commented higher percentage should be invested in the known pockets in the provinces because GFATM is a National programme. She also said the number of extra pulmonary cases are increasing now.

Dr. Gamini Seneviratne replied saying that they have allocated more money to provinces under NFM and also they have their own money.

Ms. Sylwia also commented saying that there is 6mil USD from the new grant and 3mil USD from the savings of the current grant and with this they can have the best TB control TB programs in the world and also said funding is there and all they need is working to the budget.

Mr. Jayathilaka raised a query whether it is correct that there are more than 5000 TB patients identified and the number is increasing annually in Sri Lanka, and Dr. Sudath revealed that there are 9000-10000 new TB patients identified annually.

Dr. Risintha also made comments about the issue of money allocation to the provinces.

Dr. Abeykoon informed the members the CCM is to advocate policies to the country and it is not happening adequately. He also said most of the time is spent on projects and how to manage the funds. The CCM should be the National Policy recommending body for all three diseases and the health system in general.

## **8. Update of SEA regional constituency CN and reviewing the EOI document.**

Dr. Abeykoon explained the information shared by Dr. Yoganathan regarding above. He pointed out that this has already been circulated to all the members and the email threads were tabled. The Members were informed to comment on this as early as possible since this EOI has to be sent by 1<sup>st</sup> April 2015. Dr. Pandu

commented saying that even though it is regional it has its implications on the National Programme and the National Budget and the GF. He also said that we have to address it as a Regional crosses boarder issue in controlling all 3 diseases at national level, specifically for the island nation it is much more important. He also said that we have to go beyond the government and the GF and think it as Pubic Health issue and said the CCM has a role to play and wanted to discuss about this systematically and he suggested having a small group to discuss what should be included in the EOI. Accordingly a team was identified consisting Dr. Pandu as convener and Dr. Dayanath and Mrs. Kodagoda as members. Dr. Pandu was requested to do the needful.

**9. CCM Funding – Year 2015-17**

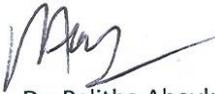
Dr. Abeykoon explained the activities and budget prepared for the next two years 2015 - 2017 for the functioning of the CCM SL secretariat. He said that this has been already circulated to all the members and need to be endorsed by the CCM members before sending to the GF for approval. After having a lengthy discussion the CCM SL has given the endorsement for the proposed budget for the next two years.

**10. Endorsement – Regional Concept Note for HIV of APN+**

Dr. Abeykoon informed the members that this CN was already endorsed by the CCM electronically and sent to APN + the Regional Organization and need to keep the records as formal endorsement. Therefore the members endorsed the Regional CN for documentation purpose.

**12. Date for Next Meeting:**

It was decided to have the next meeting in 7<sup>th</sup> April 2015.



Dr. Palitha Abeykoon  
Vice Chair/CCM Sri Lanka