

**MINUTES OF THE SPECIAL KCM MEETING HELD ON 25th FEBRUARY, 2020
AT AFYA ANNEX ROOM 406**

Present

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| 1. Ms. Susan Mochache, CBS | Principal Secretary/Chair |
| 2. Ms. Faith Ndung'u | Member/Vice Chair |
| 3. Mr. John Bernon | Member/DP-BL |
| 4. Dr. Peter Kamunyo | Member/Formal Private Sector |
| 5. Ms. Maurine Murenga | Member/PLWD-HIV |
| 6. Mr. Peter Njane | Member/KP |
| 7. Ms. Gloria Auma | Alternate/AYP |
| 8. Mr. John Kihui | Member/Informal Sector |
| 9. Dr. Mehdi Tsehau | Member/DP-ML |
| 10. Ms. Zilpha Samoei | Alternate/FBO |
| 11. Mr. Philip Nyakwana | Member/PLWD-TB |
| 12. Ms. Meboh Abuor | Alternate/COG |
| 13. Mr. Meschack Ndolo | Alternate/COG |
| 14. Mr. Samuel Muia | KCM Coordinator |

In attendance

- | | |
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| 1. Dr. Joseph Kibachio | MOH/Head DSNPHP |
| 2. Dr. Celestine Mugambi | FR/Writing Team Chair |
| 3. Dr. Carolyn Olwande | UNAIDS |
| 4. Dr. Emmy Chesire | NACC |
| 5. Mr. Kevin Ogollah | KCM Secretariat |
| 6. Ms. Margaret Mundia | KCM Secretariat |

Absent with apology

- | | |
|----------------------|-------------------|
| 1. Mr. Edward Mwangi | PLWD/Malaria |
| 2. Dr. Pierre Bello | Member/DP-BL |
| 3. Ms. Jane Wamoko | Alternate/NT |
| 4. Dr. Bernard Ogutu | Member/Government |

Agenda

1. Introduction/Apologies
2. Welcome Remarks by Chair
3. Declaration of Conflict of Interest
4. Endorsement of Funding Request Secretariat Budget
 - Presentation by Funding Request Core Writing Team Chair
5. Endorsement of PR Selection Costed Road Map/Budget
 - Presentation from Management Committee Adhoc Chair

The meeting was called to order at 9.19am. The Chair started by requesting for an endorsement of the day's agenda.

Proposed by: Ms. Zilpha Samoei

Endorsed by: Dr. Mehdi Tsehau

This was followed by a word of Prayer.

Min 1//2/1/2020 Introduction /Apologies
Apologies were registered as above.

Min 2//2/1/2020 Welcome Remarks from the Chair

The KCM Chair thanked members for finding time to attend the KCM meeting, she acknowledged the continued support KCM members have been providing in the fight against HIV/AIDS, TB and Malaria in Kenya. Following the Global allocation to Kenya, the KCM Chair requested in-country stakeholders to prioritize on the interests of the Country first while developing the funding request application to ensure Kenya maximally benefits from this allocation. She informed members that the Special KCM meeting was important to discuss and endorse the revised list of Funding Request Secretariat and start off the funding request writing process. In conclusion the KCM Chair requested the KCM and funding request Secretariat to prioritize and commit to the funding request application process in the coming eight months.

Min 3/2/1/2020 Declaration of Conflict of Interest

None was declared.

**Min 4/2/1/2020 – Endorsement of Funding Request Secretariat Budget
Presentation by Dr. Celestine Mugambi - Chair Funding Request Core Team**

The Funding request matter was tabled during the KCM meeting held on 30th January, 2020. Members present felt that:

1. The size of the Writing Team was bloated, at 51, and therefore would result in time wastage and long processes to arrive at a consensus. There was also a concern that, the roles of the Core Team and the Writing Secretariat were not clear. Their roles overlapped, and need clarity, as well as at what point the KCM is engaged.
2. The issue of the Costed Roadmap was discussed, and it was agreed that the cost of achieving the process was too costly at 62.6Million.

The Writing Secretariat was requested to re-work the Roadmap and budget, and Secretariat to share the edited document with members for On-line endorsement. However, the On-line endorsement did not meet the required 50% threshold, necessitating a Special KCM sitting on 25th of February 2020.

The Core Team Chair presented to the KCM a revised Costed Roadmap totaling an estimated 61million, with a supported budget of 19,550,000 and an unsupported budget of 41,669,100. The activities and budgets were presented around the following broad areas: Meetings for the writing Secretariat, 3 writing Retreats, Consultants needed for the process, PR Selection process, National Dialogues on Gap Analysis and Prioritization, Constituencies stakeholder

engagement, County Engagement, KCM Retreat to review Draft 0, Grant Negotiation, Grant Making Retreat, culminating with Grant signing.

To ensure participation and guidance of the KCM during the writing process, the Core Team highlighted 9 areas during which the KCM will have an opportunity to engage with the process, and not just see a finalized FR application. The areas include: during Country Dialogue Meetings for KPs, AYPs, Communities (PLHIV, TB, Malaria), NGO, Private Sector (Formal & Informal), FBOs and Government. The KCM will also determine the PRs who will implement in the next grant cycle, during the KCM Eligibility Performance Assessment process, during the decision making meeting to Finalise defining implementation arrangements for the new FR Application; during the Review and endorsement of prioritized modules and modular splits; Review of Draft (0) by HSWGs, KCM; Stakeholder review of Draft (1); Stakeholder review of Final Draft FR by Joint TWGs, KCM and when the KCM Endorses the final Funding Request document for submission to GF on 30th July 2020.

The Core Team requested the KCM to endorse the:

1. Revised Costed Roadmap and Budget
2. Revised list of Writing Team Secretariat

Discussion and Way Forward

Questions were raised concerning the number of Team Members in the Writing Secretariat, and the fact that some Constituencies still wished to have their numbers involved/increased.

The KCM unanimously agreed that the number of Core Team and Writing Secretariat should not exceed 36. This decision it was expected would reduce the cost of the Roadmap, and also enable easy decision making during the process

There was also a concern over the involvement of KCM members in the writing Team, where the Non State requested to be involved as Writing Team Members.

The KCM agreed that KCM members should not form part of the Writing Team, but provide Oversight as required. The Writing Team highlighted the Nine times KCM will interact with the Draft report as well as Finalised documents, which included the PR selection process and approval of Finalised defined implementation arrangements for the new FR Application; and endorsement of prioritized modules and modular splits.

Decision

Upon thorough deliberations and all issues clarified, the KCM endorsed the requests as:

1. Costed Roadmap and budget

Proposed by: Maurine Murenga

Seconded by: Gloria Kerubo

2. Writing Team Secretariat

Proposed by: Dr. Peter Kamunyo
Endorsed by: John Kihiu

**Min 5/2/1/2020 – Endorsement of PR Selection Costed Road Map/Budget
Presentation from MC Adhoc Chair**

The PR selection Ad Hoc Committee Chair presented to the KCM on 30th January, 2020 a progress update, Members present felt that the Costed Roadmap was high and some activities cost be reduced, and as much as possible, meetings be held at minimal costs. The Adhoc Committee had presented four requests for endorsement, this included, Management Committee's Sub Committee and its TOR; Proposed list of Independent Review Panel Members and TORs; Costed Roadmap and Support in mobilizing resources for the activity

The KCM endorsed 3 out of the four requests and asked the Committee to re-look at the Roadmap. In its deliberations, the committee clarified that most of the costs meetings, listed, had already started taking place with the support of Private Sector (Formal) hosting while others were online, and hence reduce meeting costs. The Meeting was also informed that the Private Sector (Formal) was also in the process of engaging the Media houses who were part of their constituents to post the Advert, which had the highest cost pro borno. Engagement was at a high level, with a positive response anticipated. Dr. Kamunyo informed the meeting that the Media houses had requested to add "the advert sponsor's name" which the KCM obliged.

The Adhoc committee was therefore requesting the KCM to endorse the Roadmap as it was, as this was not necessarily for this process, but for documentation and future planning of Funding Request processes.

Discussion and Way Forward

1. Some of the Non State Actors Constituencies requested to be added into the Ad Hoc Committee, as well as the Independent Review Panel. They felt there was a need to expand the Committee, and this was approved as:

Decision

- *HIV Constituency to take up the slot for Communities which was previously being held by Malaria Constituency.*
 - *Informal Sector and Key Population was also endorsed as additional members.*
2. The KCM on 30th January, 2020 had endorsed the Independent Review Panel expertise follows: (1) Public Health knowledge of the 3 disease areas; (2) Finance; (3) Procurement; (4) Project Management and (5) Monitoring & Evaluation.

Decision

- *Members requested extra additions in areas of expertise as: Gender equality & Human rights and Key populations.*

The KCM endorsed the request, and the DPs confirmed they would look into the extra requests.

3. There was also a request to have a Civil Society organization involved in the Independent Review.

- *The Non State were requested to share the name of two organizations/members that would participate.*

During this discussion, members deliberated on alignment of Health Systems components supported through Global Fund in line with UHC Agenda. Members agreed that there was need to explore how RSSH will be implemented in the new grant, especially in areas of integration, Pharmacovigilance and Community health systems.

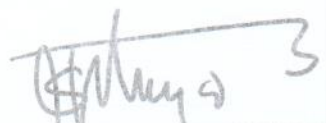
This was supported by the Council of Governors representative, who said that through RSSH, issues of Maternal and Neo Natal and Child Health can be addressed.

Decision

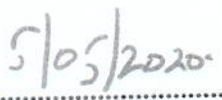
The Ad Hoc Committee was asked to develop RSSH Concept Note and share with members for review.

KCM decision on the number of Non State PRs to be included in the call for proposal documents to be determined online by 2nd March, 2020.

There being no other business, the meeting ended at 11.32am.

Sign: 

Samuel Muia
KCM Coordinator

Date: 

Sign:

Ms. Susan N. Mochache, CBS
KCM Chair

Date:

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