

REPORT OF THE KENYA COORDINATING MECHANISM RETREAT HELD AT THE SAROVA WHITE SANDS HOTEL, MOMBASA ON 22RD AND 23RD JUNE, 2022



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ABBREVIATIONS

AYP – Adolescents and Young People

CCM – Country Coordinating Mechanism

COI – Conflict of Interest

DSA – Daily Subsistence Allowance

EPA – Eligibility and Performance Assessment

FBO – Faith Based Organizations

GF – Global Fund

GOK – Government of Kenya

HIV – Human Immuno-deficiency Virus

ICC(s) – Interagency Coordinating Committees

IGAD – Inter Governmental Authority on Development

KCM – Kenya Coordinating mechanism

KP – Key Populations

LLIN – Long Lasting Insecticidal Nets

NGO – Non Governmental Organizations

OC – Oversight Committee

PLHIV – People Living With HIV

PPEs – Personal Protective Equipment

PR – Principal Recipient

RSSH: Resilient and Sustainable Systems for Health

SR – Sub Recipients

TB – Tuberculosis

1.0 Introductions and preliminaries

The Global Fund partnership is a funding mechanism that mobilizes and supports HIV, TB, Malaria, Resilient and Sustainable Systems for Health (RSSH) programs run in more than 100 countries.

The Global Fund requires government and non-government stakeholders at the country, regional level, and sub-national levels, as appropriate, to define a clear mechanism for the coordination of their joint efforts to access and utilize the Global Fund financing. Given the diversity of the Global Fund portfolio, a variety of coordinating mechanisms may be formed as appropriate to the situation.

The Kenya Coordinating Mechanism (KCM) has 23 members drawn from the National Government, County Government, Non-Government Organisations, Faith Based Organisations, Persons Infected/affected by the disease, Bilateral Development Partners, Multilateral Development Partners, Private Sector, Key Population, and the Adolescents and Youth. Each of the constituencies comprises of a member and an alternate.

This report is a record of the annual retreat and team building held at the Sarova White Sands Hotel, Mombasa on 22nd and 23rd June, 2022. The list of members present and the programme is attached in the annexe section.



Figure 1: participants in a ice breaking session

2.0 Day one Proceedings

The retreat began with a plenary session that entailed introductions and thereafter participants shared their expectations as indicated below. The consultant took the participants through a ice-breaking session where members were paired. Thereafter, they were engaged in a “*pingu za maisha*” activity where members were expected to disentangle from each other after being tied on the wrists using a pair of strings (see figure 1). The challenging activity helped the participants to talk to each other and raise their levels of engagement during the day. All activities for this retreat were specifically chosen to ensure bonding of members especially after the NFM3 application process that caused enson among member constituencies. It was also a response to the previous retreat where members requested for more bonding sessions and less formal/indoor sessions.

2.1 Expectations

The participants came up with the following expectations for the retreat.

#	Description of expectations
1.	Understand the KCM Evolution process
2.	Have Fun, relax & Network with colleagues
3.	Enhance team cohesiveness
4.	Discuss the KCM Performance report
5.	Relax, unwind and have limited work and documentation
6.	To have strategic solutions to facilitate grant implementation
7.	Socializing and Knowing each other off work
8.	To get KCM oversight feedbacks
9.	To enhance networking and bonding with a common shared vision among KCM members
10.	To have snapshot of the plans for the next financial year
11.	Learn more about the rules and regulations for appeals and
12.	Interact more

After coming up with the expectations, the participants agreed on the starting and end times and came up with a chief whip to ensure that the sessions started and ended according to schedule. The schedule for the sessions is as indicated in the programme attached in [annexe 1](#).

2.2 Opening remarks

The meeting was opened by the acting chair. He thanked those present for attending and invited them to engage fully in the retreat.

Objectives

The KCM Coordinator registered apologies as per the attached minutes. He thereafter presented the objectives of the retreat that entailed the following:

#	Description of objectives
1.	Participate in KCM team building and have fun

2	To review performance of KCM in the period of July 2021 – 2022
	To review and approve the KCM calendar activities for the year 2022 to 2023
4	To hold KCM Oversight committee meetings and
5	To strategize and ensure continuous ranch programs and networks

2.3 KCM Ordinary Meeting Agenda

Immediately after the preliminaries, members went into KCM ordinary meeting. Members selected Mr. Latiff Shaban to chair the meeting. The agenda of the meeting is stated below:

1. Declaration of Conflict of Interest
2. Confirmation of Minutes of KCM Meetings held on 6th April, 2022/ Matters Arising
3. Discuss and approve Joint Management and Oversight Committee report - Presentation by MC and OC Chairs.
4. Appraisal of KCM/ KCM Secretariat Performance 2021/2022
5. Review and Approve KCM Workplan and budget 2022/2023
6. Review and Approve KCM Calendar of Activities July, 2022 to June, 2023

The meeting proceeded for the remaining part of the day and minutes are captured separately. The session ended with a rating of the KCM secretariat and KCM Performance report for the period 2021/2022.

The requirement was that CCM assesses annually the overall CCM Secretariat Performance. Assessment outcome should be one of those four values: "Exceptional", "Performing well", "A few minor issues", "Serious Issues". With the question: **Did the CCM provide** to ccm@theglobalfund.org the CCM Secretariat assessment results, including the CCM meeting minutes with the discussion about the assessment's results? The members rated the secretariat as **Performing well**

Members stated that there has been steady progress in efficiency, responsiveness, proactiveness and friendly/flexibility atmosphere. They however requested that:

- Documents be presented to members 14 days in advance;
- Orientation for new members should take at least **3 days**
- Annual retreat needs to revert to three days

3.0 Day two proceedings

After a short recap of the previous session, the second day's session had a slight change to the programme that allowed AMREF Health Africa to make a presentation on strategies to improve Grant Performance. This is however reported under 3.2 below with the other PRs reports. 3.1 below details the discussions under the CCM Kenya Evolution Project.

3.1 CCM Kenya Evolution Project

The KCM Coordinator took members through the TORs for the consultancy for TAs to support KCM Evolution prioritized interventions those included the following:

1. Consultancy service for the set up of oversight dashboards

2. Consultancy mapping existing health governance platforms and development of KCM re positioning plan and the
3. Consultancy for training civil society members pre and post KCM meetings
4. Call for application for the KCM ethics officer position

All the four TORs were unanimously adopted with with amendments. Specifically, concerning the dashboard, members resolved that the qualifications of the consultant need to include:

- Monitoring and Evaluation Expert
- Literate in Computer science and ICT
- A Public health expert and actural science

Members agreed that that the dashboard should be intergrated and operable

Members also appointed a Technical Review Committee to evaluate the CVs and recommend to the KCM the suitable Consultants for the assignments . The TRC was appointed and constituted as follows:

1. Peter Njane
2. Maraget Ndubi
3. Dr. Sitienei
4. Meboh Abuor
5. The National Treasury
6. Amref Health Africa
7. KRCS
8. Amref Health Africa procurement expert
9. KCM Secretariat Administrative support



Figure 2: PRs responding to reactions in the plenary session

3.2 Strategies to improve Grant Performance -C19RM/Main Grant

PRs made presentations on Strategies to improve Grant Performance.

1. Amref Health Africa
2. KRCS
3. The National Treasury
4. IGAD- Virtual
5. ECSA- Virtual

3.2.1 Amref Health Africa

AMREF Health Africa indicated that they had the following strategies:

- Planning activities together with counties: including SR work-plans in the county work-plans for timely implementation especially for time bound activities e.g. supportive supervision, County and Sub County DQA
- Advocacy to counties to improve access to malaria testing and treatment commodities by CHUs – In Oct 2021, ongoing based on KHIS data extracted monthly
- Support re-distribution of malaria commodities in the counties – e.g. Kisii County in Feb/Mar 2022
- Close monitoring of SRs whose performance is low to mitigate bottlenecks – weekly catch-up meetings discussing financial and programmatic performance.
- Weekly PR Project Implementation Team meetings to review progress on activities to address burn rate challenge
- Weekly catch-up meetings for senior management teams with project managers to support in addressing any bottlenecks
- Engaging relevant MOH Officers for joint planning of activities – DCHS, DNMP, DNTL_P
- Preliminary activities (i.e. development of training materials, assessment for TrueNat, modalities for PPM and CT scan reimbursement among others) undertaken before actual budgeted activity is rolled out.
- Extensive in-country consultations with various stakeholders to ensure inclusivity especially for RSSH CSS activities.
- Oxygen support: challenges in getting cylinder deposits; currently negotiating with counties and MOH to guarantee security of the cylinders. Imported cylinders from Tanzania (250) and South Africa-1,000; expanded the scope of targeted facilities.
- Engaged VAT officer to support in fast tracking VAT issue.
- Dedicated staff to follow-up on procurement; Service Level Agreement (SLA) covering the open tender process has been developed.
- Supplier appraisal module incorporated in ERP –Navision to address TAT

3.3.2 KRCS

The KRCS has put in place the following strategies to improve grant performance:

Discussion with SRs on what can be accelerated and what cannot be accelerated

- SR developed acceleration plans for June semester
- Held meetings with SRs (per module) to accelerate implementation
- P4P approach in tracking services among CVs
- SRs are represented in County Quantification Committees
- Continuous engagement with Counties
- Cross-support where possible
- Support the national programme in fast tracking implementation – supporting meetings
- Working on other modalities esp. coordinating TOT trainings for SR staff and county teams
- The program has already developed risk mitigation plan

In preparation for the upcoming general election, KRCS has undertaken the following:

- KRCS has developed contingency plan for the Kenya General Elections
- Vigilant and monitoring campaigns
- Monitoring the election process unfold with special focus on the potential hotspots
- PR Plans to Support SRs in the Prevailing Circumstances
- Focused the SRs in accelerating June work plan (end of April 2022)
- Support SRs to develop BCPs for the election period (May – August 2022)
- Monitor hotspots to help facilitate response to the needs
- Profile SRs in hotspot zones by May and support them to develop contingency plans
- Plan for continuity of essential services in case of Pre/Post Election violence
- The PR is vigilant in monitoring C19 the surge from June 2022

3.3.3 The National Treasury

TNT indicated that they had the following management actions:

- The Global Fund Secretariat will work with the Principal Recipients to develop a framework document that outlines all the different steps throughout the procurement process and that makes clear the responsible stakeholders, the deliverables they are responsible for to move to the next step, and the reasonable time / KPI within which the steps can be reached by 30 June 2023.
- The Global Fund Secretariat will work with the National Treasury, the Ministry of Health, and KEMSA to develop an action plan to provide enhanced assurance oversight of in-country distribution of Global Fund commodities. The action plan should cover both (i) existing supply chain controls that are in place but require corrective action, and (ii) any new controls that should be established - with SOPs for implementation within set timelines by 31 December 2023.
- The Global Fund Secretariat will support the Principal Recipients, the MOH, and technical partners, under CCM, to undertake an in-depth desk review analysis to identify the reasons for sub-optimal TB case notification rates. An action plan should subsequently be developed with strategies to address the challenges identified in the desk review, including building on ongoing implementation of TB case finding strategic initiatives by 30 June 2023
- Concerning HIV, the Global Fund Secretariat will support the Principal Recipients, the MOH, and technical partners, under CCM, to evaluate implementation of targeted testing strategy (2018) and use lessons learnt to inform development of an action plan to address existing gaps by 30 June 2023

The presentations are attached in the annexe section. Based on their presentations, members had the following comments accompanied by their responses.

PR	Reaction and response
1. AMREF HA	1. The PR will needs to engage the communities- In response, AMREF HA indicated that Communities will be involved through North star; 2. The team wanted to understand the strategies to be used in undertaking CLM – CLM is not a PR activity and all will be involved

	<p>3. Concerning the involvement of children: AMREF HA indicated that they have followed the law and engaged the ministry of education and the process is well thought through</p> <p>4. Concerning availability of oxygen- members were notified that more cylinders were being purchased</p>
2. KRCS	5. Handling of fraud by undertaking risk assessment
3. TNT	<p>6. The need to source for commodities locally: NASCOP indicated that they were already buying locally but indicated challenges on the capacity of local suppliers</p> <p>7. Lack of condoms and lubricants among the key population: NASCOP Indicated the ongoing procurement process and indicated this is being sorted out</p>
4. Croscutting issues	<p>8. The informal sector indicated that they were left out in implementation. This was noted but also called out to apply when calls for proposals were floated.</p> <p>9. Members called for a firm commitment that issues raised will be attended to</p>

3.3 Team building/ outdoor activities

In the afternoon, members participated in various team building activities. This included “*inside out*” that entailed finding a strategy to face the opposite side of a circle without letting go of each others hands. Others included “*guarding the balloon*” where team members competed to poke the opponents balloon while guarding theirs.



Figure 3: Participants in the team bulding sessions

The activities were well received and helped the team to interact more and will form a good basis for future engagements. All the activities sought to address team cohesiveness and break the “silo” mentality among different constituencies to enable better engagement in the subsequent year.

3.4 Closing remarks

The closing session which was held outdoors during the team building session hailed the retreat as a success. Members requested to have more time for Outdoor / team building sessions in future

The KCM Coordinator thanked members for participating in the retreat and lauded them for their dedication throughout the year.

4.0 Annexes

4.1 KCM Retreat Programme



KENYA COORDINATING MECHANISM ANNUAL RETREAT TO BE HELD ON 22ND TO 23RD JUNE, 2022 AT SAROVA WHITE SANDS HOTEL, MOMBASA DRAFT PROGRAM

Travel dates 21st and 24th June, 2022

Time	Registration	Presenter	Moderator
Day One, 22 nd June ,2022 8.45am -9.00am	Introduction/Expectations/approach <ul style="list-style-type: none"> Name- Expectation 	Consultant	Mr. Lattif Shaban
9.00am to 9.15am	Opening Remarks	KCM Chair KCM Vice Chair	
9.15am to 9.30am	Retreat Objectives	KCM Coordinator	
9.30am to 1.30pm	KCM Ordinary Meeting Agenda <ol style="list-style-type: none"> 1. Declaration of Conflict of Interest 2. Confirmation of Minutes of KCM Meetings held on 6th April, 2022/ Matters Arising 3. Discuss and approve Joint Management and Oversight Committee report -Presentation by MC and OC Chairs. 4. Appraisal of KCM/ KCM Secretariat Performance 2021/2022 5. Review and Approve KCM Workplan and budget 2022/2023 6. Review and Approve KCM Calendar of Activities July, 2022 to June, 2023 7. AOB 	KCM Chair KCM Vice Chair Oversight Committee Chair	
1.30pm to 2.30pm	Lunch		
2.30-4.30pm	Team Building /outdoor activity	Consultant	
Day Two, 23 rd June, 2022			

Time	Registration	Presenter	Moderator
9 to 11.00am	CCM Kenya Evolution Project <ul style="list-style-type: none"> Review, approval and launch Call for consultancy for TAs to support KCM Evolution prioritized interventions 	<ul style="list-style-type: none"> KCM Evolution Task Force 	Ms. Meboh Abuor
11.00am to 11.30am	Break		
11.30 to 1pm	Strategies to improve Grant Performance -C19RM/Main Grant Presentation by in country and regional PRs <ul style="list-style-type: none"> The National Treasury Amref Health Africa KRCS- Emily IGAD ECSA Sr. Miriam 	PRs	
1pm-2pm	Lunch		
2pm-4pm	Team Building / Outdoor activity	Consultant	
4pm -4.30pm	Closure	KCM Vice Chair KCM Chair	

4.2 List of Participants

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29.	MARGARET NDUBI	UNAIDS		
30.	ANTHONY MIRU	TNT		
32.	EMILY MUGA	KRCS		
33	DENNIS SIMIYU	NACC		
34	CAROLINE NGARE	NACC		