KENYA COORDINATING MECHANISM

SPECIAL OVERSIGHT COMMITTEE MEETING HELD VIRTUALLY ON 21ST SEPTEMBER 2021 BETWEEN 9.15AM TO 11.38AM

Present

1.	Mr. Philip Nyakwana	Member PLWD/TB(Chairing)
2.	Ms. Evaline Kibuchi	Oversight Committee Member/TB ICC
3.	Dr. Dan Koros	Oversight Committee Member
4.	Ms. Margaret Ndubi	Oversight Committee Member
5.	Dr. Trizar Alwar	Oversight Committee Member
6.	Ms. Rose Kaberia	Oversight Committee Member
7.	Ms. Rosemary Kasiba	KCM Member/KP
8.	Mr. Samuel Muia	KCM Secretariat

In attendance

1.	Mr. Antony Miru	TNT
2.	Dr. Donald Apat	Amref Ha
3.	Ms. Christine Mwemba Mwamsidu	Amref Ha
4.	Dr. Peter Kimuu	TNT
5.	Dr. George Githuka	Head DNMP
6.	Ms. Gloria Akoko	Amref Ha
7.	Mr. Titus Kiptai	Amref Ha
8.	Mr. Gordon Aomo	KRCS
9.	Mr. P atrick Igunza	AMREF HA
10.	Mr. Kevin Ogolla	KCM Secretariat
11.	Ms. Josephine Mwaura	KCM Secretariat

Apologies

1.	Dr. Bernhards Ogutu	Oversight Committee Chair
2.	Ms. Carol Ngare	HIV ICC/NACC
3.	Ms. Masha Laibon	HIV ICC/NACC
4.	Dr. Eunice Omesa	Oversight Committee Member
5.	Dr. Naz Ganatra	HSWG Chair/MOH

AGENDA

1. Introduction/Apologies
2. Opening Remarks by the Oversight Committee Chair
3. Remarks by HIV, TB and Malaria ICC/TWG Chairs
4. Set up/Reconfiguration of new dashboards
   - Discuss approach/Road map
5. Way forward

Min 1/1/09/2021 Introduction/Apologies

Meeting called to order at 9.15am. Opened with a word of prayer. Introductions and apologies as above. Meeting nominated **Mr. Philip Nyakwana** as **acting Chair** as

Proposed by Ms. Evaline Kibuchi
Seconded by Dr. Dan Koros

The days agenda was adopted with amendments on the inclusion of "KCM Recommendations on the NFM3 Dashboard" as part of the agenda as

Proposed by Ms. Rose Kaberia
Seconded by Ms. Evaline Kibuchi

Min 2/1/09/2021 Opening Remarks by the Oversight Committee Chair

Acting Chair appreciated the meeting nomination and members for attending the special meeting. He expressed optimism that by the end of the days' meeting the Oversight Committee and other stakeholders would be a step closer to addressing the challenges within the current dashboards.

He requested for active member participation in the day's deliberations.

Min 3/1/09/2021 Remarks by HIV, TB and Malaria ICC/TWG Chairs

Dr. Githuka George-Head DNMP appreciated the efforts in realigning the new dashboards. He was optimistic that with the new indicators adopted by the division of National Malaria Program, the SR would be able to ensure reporting is carried out more frequently and on a timely basis.

The occasional surveys would hence be used to validate the process out comes. He took note of the direction adopted by the meeting and as guided by the PR, he would ensure his team contributed efficiently around the table to ensure the adopted indicators will help boost performance and reflect on the issues on the ground.

Ms. Evaline Kibuchi on behalf of the TB HSWG appreciated the work that had gone into re-configuring the dashboards. She assured the Oversight Committee and team at large that the required support from the ICC would be guaranteed to further provide valuable insight on the same.

Min 4/1/09/2021 Set up/Reconfiguration of new dashboards
- **Discuss approach/Road map**

Set up and Configuration of dashboards a presentation by the KCM Coordinator

The SAP software is no longer working because of the discontinuation of the Flash player. Frontline Aids and GIZ Backup have developed a new Dashboard suite. These Dashboards are in MS Excel and therefore do not require the SAP Software. New files shared one for the PR Dashboard and one for the CCM Summary. To generate the new dashboard, replace the old feed file with this new version. Export the master data into this new file and the Dashboard will appear when you open the feed file. To accommodate period 13 and 14, you will need to roll period 1,2 and 3 into one period and enter the result into period 1 of the Masterfile, Period 4 then becomes period 2 and 5 becomes 3, etc. That should accommodate the 14 periods. Immediate action - Transition / set up of dashboards and CCM Summary to monitor grant performance July 2021 to June 2024. Medium term –configuration and installation of new dashboards –Process to seek for support initiated.

The KCM Secretariat was able to generate a current CCM Summary dashboard based on the dashboard feed files presented in the last Oversight Committee Meeting. Which took in consideration the grant name, rating, financial information, programmatic indicators, stock status and other chart information.

Concern/Discussion	Recommendation
The new grant had new indicators for tracking, and these needed to be born in mind in the new grant as guided by the performance framework.	PRs to advice on what new indicators need to be monitored. What key core items need to be reviewed. Not everything can be accommodated in the dashboard. Priority indicators to be embedded into the dashboard. Thresholds would be pre-set to track and address glaring gaps.
The new grant had new implementers (SRs) and budgets. Need to disaggregate Programmatic performance to the 47 counties. Include additional slots to accommodate the increased number of SRs Example 55 SRs had been confirmed by KRCS whereas the dashboard can only take on 49 SRs.	The Dashboard once reconfigured to incorporate all new and emerging needs, including the grant monitoring tools, change in implementers/ number of implementers/ new indicators etc. Meeting by the various PRs, Secretariat and Consultants to agree on the content to go into the dashboard. The technical persons to advice on how to write the dashboard.

Have Subsets that can monitor the various stock weigh bands. Need to track high budget line items Section to monitor/track C19RM Grants	
Whether the PRs will have specific PR Based Dashboards apart from the KCM Dashboard.	PRs to key in the right information in the feed files which would ensure the right dashboards are generated. Every PR will be required to maintain its own PR Dashboard. The secretariat has not received any challenges in manipulating the excel work sheet from the PR Dashboard feed files provided by members.
Ownership of the PRs	The Dashboard is not only a KCM Dashboard but a PR Dashboard. Process of defining the new dashboard is two phased with the receipt of all the Information/ requirements from the PRs inform all the dashboard realignment, in terms of new requirements and finally having the IT Component reconfigure the needs to agree with the customized needs and indicators expressed.

Way Forward

1. Dashboard should be informed by the lessons learnt, previous experiences and best practices in the configuration of the new dashboard.

2. The consultants/technical persons/KCM Secretariat and PRs to have a separate meeting and draw an action plan/ Review the inherent changes within the new grant.

3. The secretariat to undertake an urgent communication to GIZ and Front-line aids on the gaps and challenges raised in the days meeting following the close of the meeting. For them to advise on the next steps. Copy the communication to the PRs.

4. The initiation of Dashboard reconfiguration should be done immediately.

5. If the PRs have any new indicators, these may need to be endorsed/Approved in the ICC prior to presentation at the Oversight Committee.

6. Need to build the capacity of the SRs to better understand the forms of indicators in play and to involve all the SRs in the configuration process for the sake of ownership/ stewardship.

Min 5/1/09/2021 Way forward

The chair appreciated the days deliberations and the members for provision of the most important insights on the matter. He requested the PRs, Oversight Committee Members, and other stakeholders to ensure they input on the process to ensure they realize viable dashboards. He requested the Oversight Committee members to remain in the call for a quick update on an important matter.

The meeting was informed that KCM was undertaking the evolution process to better aligned KCM with national structures, sharply focus on investment results and Strong governance to ensure health challenges are addressed. That the evolution process yielded that the oversight Committee had good alignment with the Global Fund Portfolio, had Evidence of collaboration with PRs however had Inconsistent follow-up of KCM recommendations as well as a stalled dashboard process. The recommendations made were that the **Oversight committee** executed a Microsoft Excel Dashboard – TOR development and design/implementation of tool (including community monitoring tools) and coaching & training of users and institute an Implementation Tracker. Meeting was informed that follow up of all activities was done using the matters arising or inputs on recommendations which are feedbacked to the meeting on every quarter. There was hence need to harness the follow-up of the same.

The recommendations by the Global Fund consultant on the evolution process were taken and would be acted upon.

Members deliberated on the matter and resolved that

1. There was need to harness and improve on the current follow-up process on all recommendation.
2. There was need to tie actions to individuals who would be charged with the responsibility of following through on the actions/recommendations.
3. The implementation tracking tool needed to be further inputted to ensure it captured all the important aspects of grant monitoring.
4. To the greatest possible level, the tool to monitor the various action points for the whole year to allow members keep in tandem with the various action points.
5. The Secretariat to build onto the current implementation tracker and share with members to input on the same.

Being no other business, the meeting closed at 11.38am.

Sign: ....   Date: 19/11/2021 ....
Mr. Samuel Muia: KCM Coordinator

Sign: ....   Date: ....
Mr. Philip Nyakwana: Acting Chair