### APMEN
### ADVISORY BOARD MEETING MINUTES

**Date:** 14 October 2015  
**Location:** Century Park Hotel, Bangkok, Thailand (Brisbane and San Francisco via teleconference)

#### Apologies:
- Dr Chea Nguon (APMEN Country Partner: Cambodia)
- Dr Mario Baquild (APMEN Country Partner: Philippines) delegated to Dr Effie Espino
- Mr Rinzin Namgay (APMEN Country Partner: Bhutan)
- Dr Eva Maria Christophel (WHO WPRO) delegated to Dr Rabindra Abeyasinghe
- Dr Leonard Ortega (WHO SEARO) delegated to Dr Dorina Bustos.

#### Attendees:

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<tr>
<th>Location Country/City</th>
<th>Advisory Board Member</th>
<th>Advisory Board Member</th>
<th>APMEN Secretariat Observer/Non Voting</th>
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<tbody>
<tr>
<td>Bangkok, Thailand</td>
<td>Dr Jetsumon Sattabongkot Prachumri (APMEN Partner Institution: Mahidol Vivax Unit Faculty of Tropical Medicine, Mahidol University, Thailand)</td>
<td>Dr Rabi Abeyasinghe representing Dr Eva Maria Christophel (WHO WPRO)</td>
<td>Prof Maxine Whittaker (University of Queensland – UQ)</td>
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<td>Dr Rose Nani Binti Mudin representing Dr Chong Chee Kheong (APMEN Country Partner: Director, Disease Control Division Ministry Control Division, Ministry of Health, Malaysia)</td>
<td>Dr Dorina Bustos representing Dr Leonard Ortega (WHO SEARO)</td>
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<td>Mr Rinzin Namgay (APMEN Country Partner: Director Vector Borne Disease Control Program, Ministry of Health, Bhutan)</td>
<td>Ms Bronwyn Duce (Department of Foreign Affairs and Trade, Australia)</td>
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<td>Prof Abul Khair Mohammad Shamsuzzaman (APMEN Country Partner: National Malaria Control Programme, Communicable Disease Control Division Directorate General of Health Services Ministry of Health &amp; Family Welfare, Bangladesh)</td>
<td>Mr Jeffery Smith Team Leader, Advocacy and Partnerships Asia Pacific Leaders Malaria Alliance (APLMA) *</td>
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<td>Brisbane, Australia</td>
<td>Ms Arna Chancellor* (UQ) Ms Amanda Lee * (UQ)</td>
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<td>California, USA</td>
<td>Cara Smith-Gueye* (UCSF)</td>
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*Not APMEN Advisory Board member
Meeting opened by Chair Dr Jetsumon Sattabongkot Prachumsri at 8:00AM Indochina (Bangkok) Time (ICT) but meeting commenced at 8.20AM.

**AGENDA ITEM 1.0: CONFIRMATION OF PREVIOUS MEETING MINUTES**

Minutes from the previous meeting held in Hoi An Vietnam 23 March 2015 were circulated via email on July 6. No changes were made. The Chair noted that these minutes had been accepted via email.

**AGENDA ITEM 2.0: BUSINESS ARISING FROM PREVIOUS MINUTES**

The Secretariat provided the Board with an update on the action undertaken from the single recommendation that resulted from the previous Board meeting which was that “APMEN through the Secretariat working alongside the WHO were advised to actively pursue the idea of the joint-meeting “Malaria Week 2016” and develop a concept note to share with the Advisory Board for advice and feedback”. This was discussed under Agenda item 3.

**AGENDA ITEM 3.0: MATTERS FOR CONSIDERATION**

3.1 **APMEN Future direction and transition /Prioritising of existing APMEN work plan**

Professor Maxine Whittaker from the APMEN Secretariat referred the Board to pages 14-25 in the supplementary board papers. She noted that representatives of both DFAT and APLMA were in attendance at
the Board meeting and that discussions had been held the day prior to and in the morning preceding this Board meeting. These discussions as well as those held during the APMEN Advisory Board consultations meeting and telephone calls conducted in August and September 2015 have helped form the evolving concept note tabled for discussions at the meeting.

The context remains dynamic and the following summarises discussions and possible directions to date:

- That there is no funding for APMEN Joint Secretariat based at UQ after Jan 31, 2016 and that there is to be no spending on new activities from UQ after December 2015.
- That GHG has some funding to support the APMEN Network through Gates Foundation until end of 2016. That this funding covers the activities of the APMEN Surveillance and Response Working Group.
- That APMEN will most likely be incorporated into the APLMA Secretariat to help implement the Roadmap.
- That the Roadmap will be presented at the upcoming 22 November EAS Summit. (Bronwyn Duce, DFAT representative, reiterated and noted that the Roadmap was not a technical document). Several meetings in the region including the mid-year senior officials meeting to which many APMEN Country Partners attended have contributed to the content and focus of the Roadmap.
- That the future structure and location of APLMA is yet to be confirmed or decided.
- That DFAT intention is that APLMA (DFAT funded components) will include some funding for APMEN Secretariat. (Bronwyn Duce of DFAT noted the importance of securing additional funders for the network)
- That Malaria Week 2016 may consist of the following sub meetings but is yet to be confirmed: as APLMA Senior Officials Meeting (SOM), ERAR meeting, RAI meeting and an evening event and one full day for APMEN business meeting (mainly Country Partner representatives). The APMEN meeting will most likely be linked to the implementation of the said Roadmap when agreed to by EAS. Date likely to be April 2016 and probably in Bangkok; however the final date needs to be negotiated around all other commitments during that period.
- That 2016 will be a year to consolidate and secure funding for malaria plans and strategies in the including but not limited to: APLMA Roadmap, AIM, Global Technical Strategy, Global Fund refresh, new direction for Roll Back Malaria and the Sustainable Development Goals.
- Dr Jetsumon, on behalf of Thailand and the partner institution Mahidol, offered the support of the Mahidol conference organising committee and faculty meeting rooms and conference call facilities for the Malaria Week meeting to supplement other resources being made available. The Board acknowledged their appreciation of this offer with applause.

Board members discussed the following characteristics of APMEN that are appreciated and need to be preserved:

- Great value for the activities it supports
- Role of APMEN is bottom up to meet the APLMA and others supporting the top down
- Provide information for the group on the regional and Road Map issues , to take up to the leaders via APLMA to address/break these identified bottlenecks to malaria elimination achievement
- APMEN identify needs to be embedded but also visible.
• APMEN working on advocacy in provinces/districts whilst national/regional advocacy by APLMA and others
• Continue to work with in-country WHO people – need clear communication strategy
• Jointly work, from the country partner sphere of influence and roles and responsibilities, on issues of resource allocation and border
• Remember the goal of APLMA and APMEN is malaria elimination.
• Key message – Maintain the Network.

Professor Whittaker outlined the sentiment expressed through the recent Board consultations and Internal Evaluation of the Network the importance of retaining the Secretariat in future funding arrangements and iterations it is the “glue that holds the network” together, including during the transition phase Feb-April 2016. She reiterated that the intention for APMEN in 2016 is to keep the communication channels open, work closely with APLMA, retain the brand and presence, convene a network meeting during the planned Malaria Week in April 2016 and then reassess what the Network’s priorities may be for 2016 and beyond, linking to the Roadmap.

This means that there will be no funds or structure to undertake any of the activities in the existing 2016-2019 Strategic plan. The 2016 workplan will therefore only include Surveillance and Response Working group activities, and the APMEN Secretariat position within the APLMA Secretariat. The transition plan’s main aim is to keep communications open and important existing relationship active. Professor Whittaker informed the meeting of discussion undertaken for an APMEN transition manager position to be funded from February to end of April with DFAT and APLMA.

Given the above, Professor Whittaker suggested, and the board agreed, not to review the proposed 2016 plan as detailed in the Board papers. The Board also discussed the Communications Strategy to APMEN – internally on the transition with the objective to ensure the Country Partners and Partner Institutions awareness of and comfort with the transition process, and the message that it is a holding pattern. This communication should be as soon as is possible. The other communication is to explore with APLMA communications around the potential role of Country Partners to support the Road Map once endorsed (after EAS).

Recommendation
That the Secretariat continues to revise the transition plan and formally notifies the relevant APMEN network constituents (Country Partners and Partner Institutions) of the current situation and the transition Plan. Another version should be available within 2-4 weeks of the Board meeting and shared with Board members.

That the Secretariat continues discussions to secure an APMEN transition manager position from February to end of April who will assist in developing the and that TORs and governance for any expansion of APMEN activities under the Roadmap implementation plan.

After 10 minutes discussions the external lines to Ms Arna Chancellor and Ms Amanda Lee (Brisbane) and Ms Cara Smith Gueye (California) became inaudible and dropped out. They took no further role in the meeting.
3.2 Applications to join APMEN

The Secretariat updated the Board that since the previous meeting, Papua New Guinea has joined the network as the 18th APMEN Country Partner. It was also noted that discussions had commenced between the Secretariat with Timor Leste and Myanmar in regards to joining the Network as Country Partners.

A new Partner Institution application to join the Network was received in September 2015 from Global Health Group. A brief analysis of the implications for the Network was presented and a discussion ensued. In principle agreement to the application was provided however in the context of the current state of flux with the APMEN transition it was recommended that the application from GHG should be postponed and that the possibility of voting occurs in late January 2016. Ms Arna Chancellor from the APMEN Secretariat was thanked for the analysis.

Discussion was also held as to the role and responsibilities of Partner Institutions in APMEN, and the need to review these aspects of the governance when the merged APMEN structure is finalised – perhaps at the Malaria Week meeting 2016. Prof Whittaker noted that a Network governance review had been planned, including around the Partner Institutions, but this has been delayed pending finalisation of the new phase for APMEN.

Recommendation

That anticipated Country Partner applications from Timor Leste and Myanmar, if received, are processed before January 2016. The Board encouraged the Secretariat to continue active outreach to these two countries.

The Board also discussed the need, later in 2016, for APLMA and APMEN to engage with Pakistan, Afghanistan and EMRO as they are part of the 22 countries in the APR as discussed under the APLMA Roadmap.

**AGENDA ITEM 4.0: GENERAL BUSINESS (BOARD RAISED ISSUES)**

The Board was presented an APMEN Vivax Meeting statement (refer to attached document tabled at the Board meeting) dated and signed 13 October by 13 Country Partner meeting participants in support of the network and its activities. The statement thanked DFAT and the Australian Government for their support to the network and requested future support of the network and the Vivax Working Group. The Board noted this support.

**AGENDA ITEM 5.0: MATTERS FOR NOTING**

It was noted that this was the last face-to-face Board meeting of APMEN under the present arrangements, and the Chair thanked everyone for their work to prepare for and participate in this meeting.

Meeting closed at 9:45am.