

**Notes from ACSM Core Group lunch
25 March 2009
Rio de Janeiro, Brazil**

Participants

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Background

ACSM Core Group members who were in Rio de Janeiro for the Partner's Forum took the opportunity to meet informally at lunchtime on Tuesday 24 March and Wednesday 25 March. While there were no agenda for discussion, many important points relevant to the Core and Sub Group were discussed and some action points decided on. The purpose of these notes are to share the content of discussions and to receive feedback from other Core Group members who were not able to attend Rio, or join the informal lunches.

Issues raised

- ACSM Sub Group integration with DOTS Expansion Working Group: there has been confusion and not enough clarity on how this moves affects the ACSM Sub Group and also how we all work as a new Sub Group within the DEWG.
- Information flow: not enough information coming from Secretariat to Core Group and Sub Group members and vice versa. Need for improving two-way communication with and within our constituency.
- Terms of Reference and role of Core Group members: some Core Group members would like clarification on what the purpose of the Sub Group is (what is expected from us) and what the roles of Chair and Core Group members are. A review and revision (if necessary) of Core Group Terms of Reference was advised.
- Budget and workplan for Sub Group: more transparency needed on how much funds the Sub Group has and which budget lines and a review of 2009 workplan.
- Additional best practices to be added in the Best Practice book (from Rocinha, favela in Rio with the highest TB incidence in Brazil but with more than 85% treatment success rate due to community involvement, and also the experience from Cambodia)
- Planned Core/Sub Group events: Core Group meeting planned for 21-22 September in Geneva, prior to the annual DEWG meeting to be held also in Geneva 23-24 September. Sub Group meeting tentatively planned for December in Cancun, Mexico.

Action points in relation to above issues

- Chair with Secretariat will draft, for Core Group comments and discussion, 1-pager on the ACSM Sub Group clearly stating mission and objectives and the priority activities for 2009 as we agreed upon during the Paris Core Group meeting. This will be accompanied by costing for planned activities and information on budget for the Sub Group.
- This document will serve both for the Sub Group to understand clearly our objectives and also to share with the DEWG and its Sub Groups.
- To facilitate communication and information flow for Sub Group members, including Core group members, Secretariat will create a listserv with a group email list that

- everyone can use. Currently, only the Secretariat is able to send out emails to the whole Sub Group. This way, o Sub Group members can send a message to the Secretariat and the Secretariat then can send it out, but having one email that everyone can use will cut down this intermediate step and information and communication will be possible among Sub Group members in order to share and discuss relevant topics.
- In terms of communication between Secretariat, Chair and Core Group, further discussion should be planned on how to improve it. Teleconferences should ideally be limited to specific topics to discuss with previous email information, rather than just an update, which can easily be done by email and is better to understand. Do we need an e-platform to discuss issues online? What type of information and how often does the Core Group expect from Secretariat and their own members?. And how to encourage also more active involvement from Core Group members, come up with own issues and relevant activities happening?
 - Terms of Reference: existing Terms of Reference both for the Sub Group, Chair and Core Group seem to be outdated as structure and circumstances have changed, and need to be revised. Secretariat will circulate the old version for input from all Core Group members.
 - Core Group meeting: We will have to start plan the agenda and content for our next Core Group meeting in Geneva, 21-22 September. The key item to discuss will be the Workplan for the Sub Group for the next biennium. We will discuss key activities and products and request for an overall budget based on our Workplan.