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AIDS ACTION EUROPE, STEERING COMMITTEE MEETING, 13 & 14 NOVEMBER 2017, BERLIN - MINUTES

Steering Committee: **Aigars CEPLITIS**, AGIHAS, Latvia; **Brian WEST**, European AIDS Treatment Group (EATG); **Marianella KLOKA**, PRAKSIS, Greece; Richard **STRANZ**, AIDES, France; **Silke KLUMB**, Deutsche AIDS-Hilfe (DAH), Germany; **Sini PASANEN**, Positiiviset ry, Finland; **Tanja DIMITRIJEVIC**, USOP (Union of organisations of people living with HIV and AIDS in Serbia, Serbia; **Yaroslav BLIAKHARSKYI**, All-Ukrainian Network of PLWH, Ukraine.

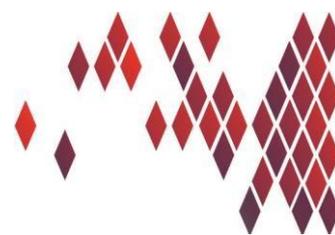
Office, Germany: **Alexey GORIN**, Communications Officer; **Oksana PANOCHENKO**, Communications Coordinator; **Ferenc BAGYINSZKY**, Project Manager; **Ljuba BÖTTGER**, Communications Coordinator; **Michael KRONE**, Executive Coordinator; **Teresa HEHLE**, Financial Account.

Apologies: **Anke VAN DAM**, Chair, AIDS Foundation East-West (AFEW), the Netherlands.

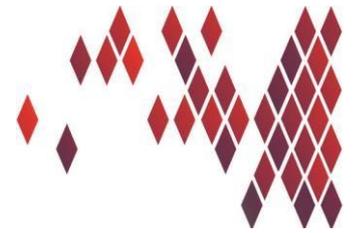
Venue: Deutsche AIDS-Hilfe, Berlin.

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Monday, November 13, 2017

1. OPENING AND FOLLOW-UP FROM PREVIOUS SC MEETING

1.1. Opening and welcome

The Executive Coordinator of AAE's Office, Michael Krone, welcomes everybody to the second Steering Committee (SC) meeting of 2017 and gives the word to Tanja Dimitrijevic, who is a new member of the SC. Tanja is working in the Union of Organisations of People living with HIV and AIDS in Serbia (USOP) where she is a SC member. USOP was founded by a woman, what's not common for Serbia; they work mostly on issues related to drug use and PLWH. The financial accountant, Teresa Hehle, participates in the SC meeting for the first time. She is working on this position for about a year.

1.2. Approval of the agenda

Michael introduces the agenda. The SC and office are invited to participate in a public discussion on HIV Activism in Berlin/Kreuzberg at the end of the first day. Furthermore, at 22:00 SC members are invited to participate in the movie screening on the early 1990s ACT UP movement in Paris.

Due to misinformation, the SGA has to be submitted earlier than expected, by Thursday, November 16, 2017. The SGA draft is already prepared and needs to be approved by the SC during this meeting. Michael is suggesting just to overview the activities, since the SGA application is not so different from the FPA. The SC agrees. The budget will be discussed the next day, including the proposition for the co-funding. When it comes to next years' activities, the expenses are related to planned activities but the activities cannot be expanded.

1.3. Reviewing the Member and Partner Meeting 2017

AAE conducted the Member and Partner Meeting the day before, on November 12, 2017. Besides of Silke all SC members attended the meeting. Silke, as CEO of DAH, needed to attend the general assembly of DAH, which took place the same place.

SC members review the Member and Partner Meeting 2017, which aim was to get informed of member organisations' work with regard to good practices in the field of migration and in internally displaced people (IDP):

- The meeting was well implemented
- It was almost the same amount of participants as last year, but different structure
- What can we offer to support members? – remains a question



- It showed that the situation, in particular in EECA countries with regards to migration is really difficult and AAE cannot interfere much. However, it is already a positive sign to invite members to present their work, to discuss and acknowledge the work being done. To offer the Member Meeting as a space for exchange and awareness raising means also empowerment of the organisations, their representatives and their work.
- AAE should offer to polish up the presentation and support for submitting the abstracts for the International AIDS Society Conference 2018 (AIDS2018)
- Also, AAE should consider to give more structural advice on preparing presentation and speeches to the selected organisations
- There should be a working group installed for the next Member and Partner Meeting as soon as possible.

1.2. Approval of the last report

The last report of the SC Meeting in Athens was approved without any comments.

1.3. Checking action points

- A, B, C, E – done.
- Action Point D – To elaborate a draft of a Fundraising Tool for SC revision was not acted upon. The working group decided to wait for the FPA evaluation and will discuss the next steps during the working group session.

2. REPORTING FROM THE OFFICE

SC Meeting in Athens, April 2017:

- A stakeholder meeting was conducted in Athens and a letter was sent to the Greek MoH in the follow-up of the meeting on stock-outs of diagnosis. After meeting with the Greek member organisations of AAE, the SC and office visited a shelter for youths refugees.

April 2017

- Nenad resigned from the Steering Committee due to changes in Q-club.

May 2017

- The ESTICOM project meeting in Brighton discussed next steps and further process. AAE works on promotion and dissemination of the survey in WP 7.

June 2017



- Ferenc was invited as AAE representative to the Italian Conference on AIDS and Antiviral Research (ICAR 2017) in Siena, Italy and gave a presentation on “One size does not fit all: Tailoring services to the needs of the specific key population. There was a following-up meeting with Lella Cosmaro.
- The Civil Society Forum (CSF) and Think Tank (TT) on HIV, TB and Hepatitis took place: The CSF met on June 20 and 21 in its new composition. It was decided that organisations should be elected into a Coordination Team that should not only consist of HIV/AIDS organisations anymore. Therefore, an extension to five organisations was agreed upon. Apart from AAE and EATG, Correlation Network, Global Health Advocates and Eurasian Harm Reduction Association (formerly EHR Network) were elected into the Team. The next meeting was set for December 2017. During the April meeting, Luis Mendao stepped down as co-chair for EATG. He was replaced first by Andrej Zenih and later during the year by Nikos Dedes. The Think Tank also was conducted in a new composition. Brian suggests to ask for publishing a participants list with an overview on which countries participated and which did not.
- Ferenc participated at the 40th UNAIDS PCB meeting in Geneva, Switzerland. This will be reported later today.
- The FPA was submitted on time.
- The call for scholarships for the Member Meeting 2017 was prepared and sent out.

July 2017

- Richard attended the International AIDS Society (IAS) Meeting in Paris. It was a scientific conference with low-threshold approach. The community declaration meeting wrapped-up the declaration and AAE signed it already. The follow-up work is about moving it forward, for AIDS2018. IAS attacked Gilead for pricing the medicine for TB.

August 2017

- Ljuba returned from maternity leave.

September 2017

- The balance payment for 2016 was received from CHAFEA.
- The newly composed CSF Coordination Team has taken up its work, EATG and AAE are maintaining the work as secretariat to the CSF.
- The Criminalisation training was conducted in Berlin in collaboration with GNP+, EATG and HIV Justice Network. AAE was main applicant of a ViiV-Grand. It was a well conducted meeting with discussions on HIV criminalisation. The project is ongoing. The follow-up will be conducted by GNP+. The activities are planned for next year with preparation for AIDS2018.



- The Joint conference of OptTEST, EURO HIVEDAT and Integrate took place in Brussels. Sini, Oksana and Michael attended the conference. AAE participated in the final panel. TB and Hep as topics were involved, too. Civil society plays a key role when it comes to accessing key populations in all steps of the prevention, testing and treatment cascade.
- AAE participated in the EECA WHO Europe consultancy in Copenhagen. The focus was on EE. Michael took part in panel discussion. AAE was asked if it is able to appear in the Global Fund application. ECOU and EHRN have troubles and problems in this working fields at the moment. And now they are looking for a network which can take it over. Anke, representing AFEW, is now in Minsk where Global Fund application process is discussed and AAE was also invited. But it might that AAE could have some work implications.
- Tanja was elected as new AAE SC Member.
- AAE participated in the Irish HIV/AIDS conference.
- AIDS2018 subsidy proposal was sent out by AAE and EATG for the EU HIV/AIDS Civil Society Forum.

October 2017

- Affordability trainings in Kyiv and Athens were organised by Oksana. Yaroslav received positive feedback and suggests extra trainings for Ukraine respectively the EE region. The person who came from Russia experienced difficulties at the border, but everything got solved due to the fact that Oksana is a Ukrainian citizen and Yaroslav was of tremendous help. A neutral country could be Georgia for implementing a new training because many people applied respectively were interested in those trainings. In Athens they were mostly younger activists. For 2018, a training for trainers (ToT) will be the next planned activity.
- ECHOES promotion and dissemination experienced some hick-ups in the implementation period of the project. Since response rates were by some partners expected higher, there were concerns regarding dissemination efforts.
- Sini and Brian participated in the EACS conference in Milano, Italy. PrEP and access were core topics.
- EECA conference in Berlin was attended by Alexey, Ferenc, Michael, Teresa, Ljuba and Oksana. Luiz Loures, UNAIDS deputy, participated in a round table with community representatives from EECA countries. Mr Loures promised that he is ready calling together a meeting with community, regional office and governmental representatives.

November 2017

- The FPA was finally approved in the beginning of November.



- The EHLF closing meeting took place before the Member and Partner Meeting. The advocacy tool is about to be finalised. EHLF members decided to work in the future on the situation of people in detention and in prisons with reference to migrants and asylum seekers.
- The AAE Member and Partner Meeting took place yesterday.

3. GOVERNANCE

3.1. Steering Committee Decisions

Silke introduces and moderates the governance topic with regards to the improvement of the SC member terms of references (ToR) for SC Members and the decision on the seat of the CSF co-Chair on AAE's SC.

Approving the Steering Committee Member ToR and the SC Member selection protocol after the decisions in Athens:

The amendment of the SC member ToR (ATTACHMENT A) on page 2 is approved. The last sentence on page 3 is also approved. The sentence on permanent seats (11th bullet point) needs to be changed according to the decisions to be taken on the CSF co-Chair (see below).

The new ToR are agreed upon and approved. Also, the SC Member selection protocol is agreed upon and approved.

Decision on the seat of CSF co-Chair on the AAE Steering Committee:

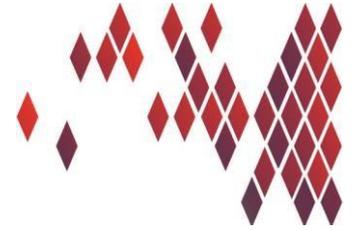
Background: With the changes in the CSF, the changes regarding CSF co-Chairs and the extension of the CSF Coordination Team, the ToR of the CSF co-Chair need to be reviewed and revised because AAE has not, as it used to be, a granted CSF co-Chair position along with EATG. This has also implications on Sini Pasanen's term on the AAE Steering Committee since she joined the Steering Committee on the ticket as CSF co-Chair.

Following **decisions** were taken: Sini Pasanen is co-opted as regular member of the AAE Steering Committee. Furthermore, it is decided to change the CSF co-Chair ToR to CSF Coordination Team ToR. Independently of the co-Chair elections by the CSF Members, AAE needs a representative on the CSF Coordination Team.

Results of elections on Steering Committee Members and AAE SC Chair

The Steering Committee Members vote as follows:

- Aigars is re-elected for his second term
- Christos is elected as new member of the SC



- Sini is elected as new Chair of the AAE Steering Committee.

Brian announces that he will step down from the EATG seat on the Steering Committee by the end of the year. EATG will appoint a new member from Jan 2018.

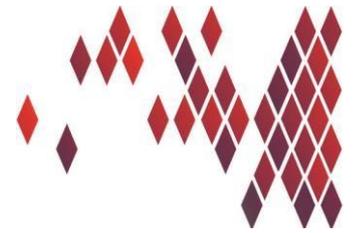
4. COMMUNICATION

4.1. Communication Strategy

The new communication strategy document “Together for effective communication” (ATTACHMENT B) is presented and discussed.

Discussions:

- Which communication is more important the internal or external?
 - How we communicate internally reflects on how we work externally. Both are important.
- It is very important to clarify things internally before they are put outside.
- The word structure needs to be improved.
- Regarding social media, AAE should increase more media tools regarding Virtual Reality to reach also younger people.
- “AAE is open to use other social media channels” should be added into the strategy.
- AAE cannot restrict technical stuff on it.
- There is also a capacity issue, we need the support on our work from the SC.
- The naming of the social media should change into Facebook, Twitter and YouTube and other social media channels.
- The document needs to be proof-read for correct wording and grammatical issues.
- The document should be ready by the end of the year and will stay an internal document and should not to be published.
- Furthermore, following strategy goals should be changed: internal communication (office and SC) and external communication should be amended as goals at page 8. At page 9-11: The document should give a clear picture on how we implement our communication goals and on which platforms exactly.



Tuesday, November 14, 2017

5. AIDS2018, EECAAC2018 AND UNAIDS PCB

5.1. AIDS 2018

The International AIDS Society Conference in Amsterdam 2018 was discussed during the Member and Partner Meeting in plenary and in working groups. There were concrete outcomes from the working groups on abstracts, satellite sessions and workshops, AAE's visibility at AIDS 2018 with special focus on the European Networking Zone (ENZ) and on political outcomes at the European level. The report from the Member Meeting will be prepared and published. Michael will contact EATG in order to take the next steps for the implementation of the European Networking Zone.

5.2. EECAAC 2018

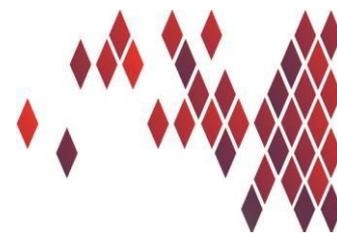
During the last conference, AAE had a member meeting with representatives from AAE's member organisation from EECA region who attended the EECAAC 2016. After the conference a meeting was set up with local LGBT organisations in Moscow. In general, it is a biannual conference organised by Russian GO and UNAIDS. It is decided that, although the conference is still controversial due to the de facto exclusion of people being on OST, AAE participates in the conference and organises again a member meeting.

5.3. UNAIDS PCB

The new member states at the UNAIDS PCB from Europe are Germany and Portugal. Michel Sidibé's term was extended as executive director. A new deputy director was elected. UNAIDS faces a funding crisis.

The NGO report will be presented in the next meeting in December on 10-10-10. The Russian representatives like to talk about new approaches, but they are unlikely to come forward with new approaches.

There are new delegates the Latin America and Caribbean region: Trans Guyana United and for the Asia Pacific region: Rumah Cemara from Indonesia. There will be recruitment in January for replacement for Africa and Europe.



The June meeting was around prevention and in December the topic will be on zero discrimination in key settings. The registration is still open and observer are welcome in Geneva. It will take place in December from 12th to 14th.

6. SGA 2018

The activities for 2018, which are based on the FPA are discussed in this session:

- Following activities in the SGA draft should be amended:
 - The overall goal on the table in Objective 2, add social media/target audience and take out Facebook and Twitter.
 - And “viral hepatitis” should go as usual wording instead of “hepatitis”.
 - PHIV should go as abbreviation for the document
 - Renumber 4 in Objective 2 and change the order
- AAE should think about evaluation of the newsletter: Who has read it? etc. Get statistics!
- Mention in the SGA: We are open to new forms of social media.

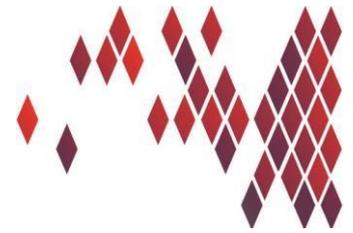
7. PLANNING 2018

7.1. AAE’s SC meetings, AAE’s Teleconferences

PLANNED MEETINGS 2018			
1 st SC meeting in Paris, France; 22.04.-25.04.2018;			
2ed SC meeting in Berlin, Germany: 18-19.10.2018;			
AAE’s Member and Partner Meeting in Berlin, Germany: 20.10.2018			
TELECONFERENCES 2018			
25.01.2018 15:00 CET	07.03.2018 15:00 CET	31.05.2018 15:00 CET	03.07.2018 15:00 CET
06.09.2018 15:00 CET	12.11.2018 15:00 CET	20.12.2018 15:00 CET	

8.2. Key conferences

- AFRAVIH 2018, Francophone Conference in Bordeaux, April 4-7, 2018
- AIDS2018, the Netherlands, 21.-28.07.2018
- HIV Glasgow, Scotland, 28.-31.10.2018
- EECAAC2018, Moscow, Russia, 18.-21.04.2018
- UNAIDS PCB, Geneva, Switzerland, 26.-28.06.2018 and 11.-13.12.2018



- PrEP in Europe Summit, Amsterdam, Netherlands, 9.-10.02.2018
- CHEMSEX, Berlin, Germany, 22.-24.03.2018
- The International Liver Congress 2018, EASL, Paris, France 11-15.04.2018
- INHSU, Lisbon, Portugal, 19.-21.09.2018

8. WORKING GROUP SESSIONS

The working groups were set up on fundraising on SRHR and affordability:

8.1. Fundraising

AAE needs to fundraise for the co-funding of the 2018 to 2021 period. A chart was created to show the different activities that can be fundraised for. The working group discussed several addressees and methods.

8.2. SRHR

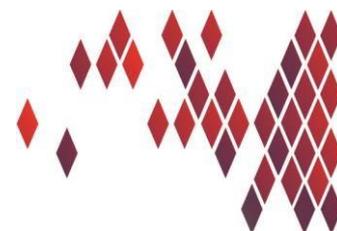
The upcoming PrEP in EU Summit in February will introduce what is happening in Europe regarding PrEP.

For the future, the SC agreed on having focal points instead of working groups on following topics:

- PrEP: Sini and Tanja
- CHEMSEX: Richard
- Criminalisation: Sini and Silke
- Affordability: Marianella
- Prisons: Aigars
- Fundraising: Marianella
- Member and Partner Meeting 2018: Silke
- Communication: Aigars

9. SUMMARY OF THE MEETING

It was an intense period of time. There were in total five days of implementing activities for AAE. On Friday and Saturday, Ferenc, Oksana, Sini and Richard have conducted the EHLF and set up the upcoming topics of SRHR and prison. On Sunday, the office and SC organised and facilitated the Member and Partner Meeting. It became again a successful platform for exchange and linking and learning. And on the last two days the SC met to take important decisions on governance, on AAE's working plan for 2018 and on on AAE's strategy for the upcoming high-level conferences.



10. ACTION LIST

	WHAT	WHO	WHEN
A	Amend all approvals to the SC member ToR.	Office	asap
B	Review and add all comments and corrections to the communications strategy and forward for proofreading to Richard or Brian.	Ljuba	asap
C	Prepare the report of the Member and Partner Meeting and follow-up on them.	Office	asap
D	Follow-up the discussions on ENZ with EATG.	Michael	By end of Jan 2018
E	Adopt all amendments into the SGA before uploading the application.	Michael	15 Nov 2017
G	Introduce statistics of the newsletter for SC for evaluation – as a brief document	Ljuba	Next SC meeting

11. ATTACHMENTS

- ATTACHMENT A: Steering Committee Member ToRs
- ATTACHMENT B: Communication Strategy
- ATTACHMENT C: Fundraising schedule