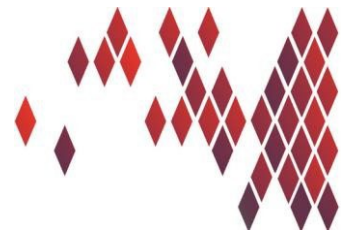




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# MINUTES AIDS ACTION EUROPE STEERING COMMITTEE MEETING 2015

**Berlin, 8 + 9 October 2015**

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## Table of Contents

<b>1. OPENING AND FOLLOW-UP FROM PREVIOUS SC MEETING .....</b>	<b>3</b>
1.1. Opening .....	3
1.1.1. Welcome, review of the agenda & logistics .....	3
1.1.2. Letter from Latvian NGOs.....	3
1.1.3. Review minutes and action list previous SC meeting.....	4
1.2. AIDS Action Europe – Reporting.....	5
1.2.1. Office Report (April to October 2015).....	5
1.2.2. Report in regard of working groups 2014-2015 .....	6
1.2.3. Financial Overview 2015 .....	7
<b>2. GOVERNANCE.....</b>	<b>7</b>
2.1. ToR for Chair and members of AAE Steering Committee .....	7
2.1.1. ToR and key questions.....	7
2.1.2. ToR of SC membership .....	8
2.1.3. ToR of AAE Chair (ANNEX C).....	8
2.1.4. Terms of present AAE SC members.....	8
<b>3. COMMUNICATION.....</b>	<b>9</b>
3.1. Questions and discussion .....	9
<b>4. PLANNING 2016.....</b>	<b>11</b>
4.1. EECAAC conference in Moscow 2016.....	11
4.2. IAC Durban.....	12
4.3. AAE meetings and teleconferences in 2016.....	12

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4.4. Key events 2016 .....	12
<b>5. REVIEW OF THE DAY .....</b>	<b>13</b>
<b>6. STRATEGIC DEVELOPMENT OF AAE .....</b>	<b>13</b>
6.1. Brainstorm on AAEs future.....	13
6.2. Implication on Communications Strategy .....	14
<b>7. AAEs MEMBER EVENT 2016 .....</b>	<b>14</b>
7.1. Discussion .....	14
<b>8. WORLD AIDS CONFERENCE IN AMSTERDAM 2018.....</b>	<b>14</b>
<b>9. ANY OTHER BUSINESS.....</b>	<b>15</b>
<b>10. CLOSURE OF THE MEETING .....</b>	<b>15</b>
<b>11. EVALUTATION OF THIS MEETING .....</b>	<b>15</b>
<b>12. ACTION LIST.....</b>	<b>16</b>
<b>13. ANNEXES .....</b>	<b>16</b>



**Thursday, October 8, 2015**

## **1. OPENING AND FOLLOW-UP FROM PREVIOUS SC MEETING**

### **1.1. Opening**

#### **1.1.1. Welcome, review of the agenda & logistics**

The chair of the Steering Committee (SC) Anke welcomes everybody to this important meeting. In the last months AAE has been getting more and more invitations to key meetings and is getting positive feedback for its activities, which means that AAE is doing a good job in profiling itself and having increased its visibility.

This meeting includes discussions about governance, communication and AAEs' strategy.

Comments on the minutes of the last SC meeting:

- The word "CabMin" under the topic Round Table Discussion should be changed into "Cabinet of Ministers" in our last report
- When it comes to the Working Group on Affordability of Medicines under topic 9, regional differences and circumstances should be considered since preconditions vary and have an impact on pricing and access of drugs. The meeting Olya was attending on May 9 under topic 11, Any Other Business, was not a UNAIDS meeting but an ECUO meeting on the UNAIDS 90-90-90 targets.

Comments on the agenda

- General remark: The agenda is very dense: for future planning we should consider that it should never goes longer than 5:30 pm

#### **1.1.2. Letter from Latvian NGOs**

The Latvian Civil Society wrote an open letter of thanks to AAE (see ANNEX A). The cabinet of Ministers of Republic of Latvia submitted to Saeima, the House of Representatives, the 2016 state budget, which allocates funding to initiate ARV therapy for HIV/AIDS patients at 350 CD4 cells/mm<sup>3</sup>.

WHO has launched new treatment guidelines (treatment for all regardless CD4 count), but there are big issues with the affordability of medication. This change in Latvia is a success for AAE in advocacy work, but we should continue to work on the affordability of medication and treatment. AAE will share the letter within the network.



### 1.1.3. Review minutes and action list previous SC meeting

	WHAT	STATUS
<b>A</b>	Address all member organisations to find out in particular whether they still exist and whether their email addresses are correct; create a strategy how to involve members to update their contacts regularly	See below: Communication chapter
<b>B</b>	Change signature for AAE Office emails	done
<b>C</b>	Working group on VCT outside medicals settings: set up activity plan; mapping and find good practice and failures	See below: Reporting chapter
<b>D</b>	Working Group on affordability of medicines: set up activity plan; mapping and find good practice and failures	See below: Reporting chapter
<b>E</b>	Review the procedure of annual reporting of the last year with SANL	ongoing
<b>F</b>	After approval of the Annual Report 2014, create a web-version, translate and publish it	ongoing
<b>G</b>	Prepare a session during the next SC meeting to brainstorm ideas for an AAE network event with the support of an external facilitator	See below: Strategic development
<b>H</b>	Revise Communications Strategy and prepare a draft	ongoing
<b>I</b>	Revise and rewrite the governance documents (ToR) and send out a draft by next TC	done
<b>J</b>	Draft a letter to the Latvian Cabinet of Ministers as outcome of the round table discussion	done
<b>K</b>	Share results for WGs about affordability and testing	done
<b>L</b>	Share re-Launch Clearinghouse Plan with SC Members	done during TCs



## 1.2. AIDS Action Europe – Reporting

### 1.2.1. Office Report (April to October 2015)

Anke and Michael presented the activities of AIDS Action Europe since the last meeting in Riga in April 2015. This section also offered the space to review our activities and working groups.

The highlights since the last SC meeting:

- May 2015: Letter to the Latvian Cabinet of Ministers
- May 2015: presentation at the Czech International HIV conference where the mandatory testing issue was addressed
- June 2015: Aigars and Michael participated in the WHO consultation –Global Health Sector Strategies for HIV / Viral Hepatitis / Sexually Transmitted Infections, 2016-2021
- June 2015: Ferenc attended the UNAIDS/EATG Meeting on PrEP. The outcome was to set up an action team for advocacy coordination on PrEP in Europe
- July 2015: CSF and Think Tank (TT) meeting took place in Luxembourg. During the Think Tank meeting we as civil society representatives showed our concern about the inactivity of the Commission to work on a new Policy Framework. The current Action Plan deriving from the Communication will expire at the end of 2016. A letter of concern was distributed among TT attendees to raise awareness about the unsatisfactory situation.
- July 2015: Anke and Michael attended the AIDS Impact Conference and its symposium, which was co-organised by AAE. Anke stressed the TB coalition’s claim that the regional projects in eastern Europe are funded by the Global Fund who is withdrawing the funding in the region steadily. Other impressions of the symposium were:
  - Communication between the EU projects still offers room for improvement
  - Linking of civil society organisations between EU projects could be improved
  - The EU makes an effort but there could be more initiation
  - Olya describes ECUO experiences on mapping activities in Yerevan and suggests that this would be a valuable tool for EU funded activities too. We will look into this in the upcoming months
- August 2015: AAE becomes with Ferenc member of the UNAIDS PCB
- August 2015: Assignment of the web agency to relaunch the CH and AAE website
- September 2015: The SGA for 2016 was submitted
- September 2015: AAE was nominated to participate in the working group to explore opportunities and challenges of a new policy framework – together with EATG as CS representative; Michael attended the meeting to ensure consistent participation in the working group.
- September 2015: AAE elected the new CSF co-Chair: Sini Pasanen
- October 2015: Closure of 2014 with the final balance payment
- October 2015: EHLF and CBVCT meetings took place in Berlin



### 1.2.2. Report in regard of working groups 2014-2015

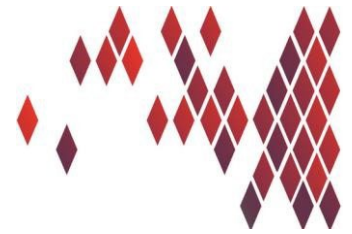
#### European HIV Legal Forum (EHLF):

- Since last meeting in Riga every policy focal point/country representative received and completed a national survey questionnaire. A legal expert was contracted – Gaia Inverardi- to deliver desk research and final report, due by November 30<sup>th</sup>. During the October 2015 meeting the representatives reported about their activities. In most of the countries the situation has not changed, in some countries it got worse. In parts of the UK the Home Office has started calling up hospitals to ask for contact details of undocumented people. Hungary is about to launch mandatory testing. In most of the countries the issue of migration is often used in political context. During the CSF, there will be a presentation of the project and will discuss possible actions of support. The final report will be written by the legal expert Gaia. A map will still be produced as an advocacy tool and a collection of good practices for NGOs.
- The EHLF decided to extend the network with further 5 countries (Turkey, Portugal, Finland, Austria and Romania). The findings should be presented at key events on different conferences.
- Other topics for work were identified during the EHLF and the participants agreed to explore possibilities of funding in the field of employment with HIV. This is of big concern for HIV organisations at national, EU and global level.

#### Community-Based HIV Voluntary Counselling and Testing (CBVCT)

- This meeting was initiated during the AIDS Impact Conference. Most key players were present at the meeting: the East Europe and Central Asia Union of PLWH (ECUO), the European AIDS Treatment Group, the Network of Low HIV-Prevalence Countries from Central and Southeast Europe, the Centre for Epidemiological Studies on STI/HIV in Catalonia (CEEISCAT), the organisation PRAKSIS (Greece) and GAT/Lisbon Checkpoint (Portugal).
- During the Meeting in October issues about how to address people with different background were discussed. Also the European HIV-Hepatitis testing week was one of the topics; one main issue was the Hepatitis C testing in countries where no access to drugs or treatment exists. The result can be used as an argument to improve access to drugs and treatment. Sometimes there is no counselling and in some countries community based HIV and/or Hepatitis C testing is not allowed. The NGOs should be addressed to improve action there. In terms of Hepatitis C the WG should advocate for proper counselling. The reports are coming up.
- During the meeting a proposal from COBATEST was shared on a European CBVCT network (consolidation and continuation of COBATEST).

#### WG Affordability:



- By the end of this year a training manual for NGOs who work on affordability, access, and pricing will be launched. Three trainings are planned for the next year; the locations are not decided yet.
- A two to three days European conference in Athens by the European Alliance for Responsible R & D and Affordable Medicines will be used as a platform. Marianella will follow up on it. The EATG is also part of this network. Marianella will share more information.
- The EATG NeLP Meeting takes place next year in Warsaw with the main issue: treatment in NeLP countries.

MSM/PrEP project:

- The first PrEP in Europe meeting is planned for November. Lots of things are going on in Europe – a map and an advocacy roadmap will be prepared.

### **1.2.3. Financial Overview 2015**

The new account manager Katrin Freiholz introduced quarterly overview of AAE's budget for 2015. The schedule shows an overview of the expenses and allows a forecast of the expenditure until the end of the year. AAE should consider sending out this overview as an annex to the agenda before the second meeting of each year.

## **2. GOVERNANCE**

### **2.1. ToR for Chair and members of AAE Steering Committee**

In this session the terms of references were reviewed. Main issues were the length of terms of the Chair and SC membership.

#### **2.1.1. ToR and key questions**

Can the term of a SC member be extended due to his/her term as chair which would imply in certain cases an extension of membership beyond six years?

Should the Chair position imply the renewal of membership without going through the re-application process other SC members have to go through?

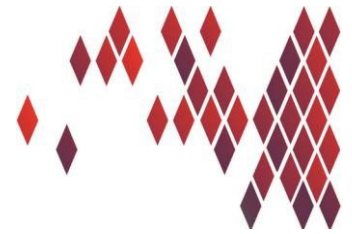
Should the selection of a Chair be held at a point of time that also new SC members can cast a vote?

Should the term of chairing remain 2 years or should it be changed?

Should we stick to the maximum term of six years, no matter when the Chair terms started?

**Discussion** about the SC membership ToRs:

- Presentations of Members should be authorised – should be changed into: authorise to attend (A p.3)
- Page 2: members of the AAE network – should be added: In case you are a network, please consult your member organisation (also partner should be named)
- EATG membership should be mentioned (see page 4)



- To have a broader representation of key populations
- Partners of AAE are not eligible to become co-Chair of CSF

### **2.1.2. ToR of SC membership**

- ToR of SC membership are approved with all changes

### **2.1.3. ToR of AAE Chair (ANNEX C)**

- During the last TC we discussed 4 possible scenarios but for this meeting scenario D was already dropped
- Scenario A is the extension scenario, in total 6+1 years; scenario B is the automatic renewal of SC membership while being Chair of AAE, but reapplying is needed; scenario C means that the Chair is elected only for one year, not for 2, Chair has to be re-elected again, one of the disadvantages could be the loss of institutional memory
- Everybody agreed that the term of an SC member cannot extend 6 years, and the Chair should reapply; the Chair stays as a steering committee member. Thus, scenario A is dropped.
- Everybody agrees that SC members can not apply for Chair when they are in their 5<sup>th</sup> year
- Scenario B and C are discussed  
B means two years term and the chair has to reapply for SC membership if term expires. It may happen that a chair who is not selected as SC member cannot continue his/her chairing term. The issue of voting is discussed: two scenarios: end of the year (old SC members vote) or beginning of the year voting (inclusion of new members).  
C: chair term is one year, thus there is no issue with SC membership term (reapplication). In Anke's experience, being a chair is a bit more than being a SC member, as chair you have your vision about AAE and the functioning of the Steering Committee and that takes a bit of time for full implementation.  
Voting at the end of the year is better because you have to know the people you are voting for.
- "Bringing the reputation of AAE into disrepute. " If members of the SC feel that the performance of the chair is not sufficient then the SC members can decide to have a paragraph on dismissing a chair. It should be included into the first paragraph. Both scenarios and terms have advantages and disadvantages
- The term of chair was voted on : 2 years: 7; : 1 year: 1
- The voting procedure is discussed: reapplication as SC member, exclude the ones who apply. Should the voting take place during the last TC of the year, with a presentation of the candidates and an election via doodle or should the election be conducted during the first TC of the year.
- Voting on point in time of electing the chair: end of the year: 6; beginning of the year: 2

### **2.1.4. Terms of present AAE SC members**

- November EATG: Brian will reapply but the decision is up to the EATG Board.
- Nenad and Marianella: they both started mid-term, the question appears whether the first term should be reduced/extended (2,5 or 3,5 years) or should the term end mid-





term?.

Voting: 5 for 2,5 years, 2 for 3,5 years, one abstention: decision: Nenad and Marianella's term end December 2016. Decision to update the ToR paragraph on term to max. 3 years. If a call has to be sent out before the first term would be 2.5 years. "Shortened" needs to be included in the ToR as well.

- Silke will need to be nominated by DAH; her term ends also December 2016.
- Lella's and Anke's terms are discussed. These new rules of reapplying cannot be forced retrospectively. Both Anke and Lella would like to take the opportunity to automatically renew their terms, Lella one more year and also Anke for 2 more years. Vote on their terms: automatic renewal without reapplication. 6 for 0 against. Consequently Lella's second term ends December 2016, Anke's second term ends December 2017.
- There will be elections at the end of 2016 :Lella, Marianella and Nenad + DAH seat. At the end of 2017 the terms of Olya, Anke and Aigars will end.

The ToRs should be finalised, shared with SC members, adopted and translated to Russian.

### **3. COMMUNICATION**

Ljuba present the relaunch of the AAE website (see ANNEX B), including the needs assessment, update on member situation and the targets.

The presentation does not only include the Clearinghouse but also the website which is originally planned for 2016. The CH relaunch also includes an improved and more linked search engine.

#### **3.1. Questions and discussion**

Questions regarding the CH needs assessment:

On the advice from 180 degrees, the company who conducted the assessment:

- How does the introduction of the ranking system equate with the earlier part of the survey?
- This ranking system was recommended by 180° to increase the attractiveness for the organisation to use the CH. The survey refers to the questionnaire that was posted to explore how the CH could be improved out of the perspective of the users. And the other data refer to the usage of the website.

Questions regarding the AAE members situation: There are some organizations that do not seem to exist anymore. They need to be deleted.

- Questions with regard to the targets: VKontakte is difficult to manage. Since there is a need to improve communication via VKontakte all advices and links to people who have experience are very welcome.
- Ljuba is asking for more news from SC members that attend meetings etc. to Short reports for the newsletters and the website should be delivered in time.
- Traffic data of the website will be compared after the relaunch.
- Large proportion of the visitors to the website is from Russia, it's a clear sign that we need to improve our Russian language communications.
- US visitors are also high in number probably due to the name AAE.



### **Presentation from the web-agency assigned with the re-launch:**

Marc Engelhardt shortly introduces the 2 agencies Novamondo and FFW that are assigned with the process of the relaunch. This is followed by a presentation from Andreas Huthwelker from the subcontracted Novamondo agency that was responsible for the new design. The aim is to give the Steering Committee members an overview over the process so far and give further impression on the design of the re-launched website.

### **Discussion:**

- Is it possible to come up with a feature which welcomes the user with a message: hello Brian, welcome back. Your last visit was on August 28.
- On the first draft of the website:  
The design of the start page is to be user-friendly for any user with the search section: what kind of information you can find in this website.
- Advocacy icon is explained: input from different sources to a platform and then formulating it into an advocacy response.
- Feedback already on “news and activities” should be highlighted higher in the start page. Map is a static map that will lead to the clickable interactive map; member search is the most used function of the AAE site.
- Projects section will be simplified focusing on logos of the projects.
- General feedback: the design is very functional, but the colour “Dirty Violet” and the young woman on the landing page should change.
- Positive feedback on the proportion of white in the website, which is in line with the wish to turn on the light.
- The start page is built up on use cases, e.g.:  
Policy makers are not addressed as target group.  
Reply from the assigned agencies: About the procedure: It was intended to introduce the website changes, most of the mentioned concerns were already mentioned in a feedback round with the office on the previous day. There will be still another round to provide feedback.  
The new concept of welcoming the user is a good feature. For the moment most people use it without logging in because there is not much difference between the registered user and a visitor.  
The Russian flag will go; it will say Russian in Cyrillic and add welcome to AAE in Russian. Tomorrow’s discussion on the strategy and how we see AAE should also feed into the website design.

There is a suggestion to include an SC member more in the design update: Aigars is appointed by the SC.



## 4. PLANNING 2016

This section contains the conversations on upcoming events and discussions on how to improve the work of AAE and how to improve the involvement of the AAE members.

### 4.1. EECAAC conference in Moscow 2016

What AAE can do about the EECAAC conference?

- Option 1: Attend the conference: even if all of us don't agree with Russian politics on harm reduction, we can still use this forum to engage with stakeholders and other key population actors.
- Option 2: Don't attend the conference.
- Another idea was raised as option 3: AAE could initiate a parallel hub, similar to the PUD and SW hub during the World AIDS Conference 2012.

**Discussions** about these options:

The issues are not just about drug users and gay rights but also about the politics of Russia that tend to ignore the HIV situation.

The EATG position is not to officially boycott the conference but also not to support it. Some of the Russian members say that people should participate and make their point. A parallel hub is a good idea but not realisable anymore due to the short period of time left. Going to Russia and make our point is more realistic.

The fact of not being able to get substitution therapy is a reason that stops people from going to Russia. And not being able to disclose that you're living with HIV or being gay is also a barrier. AAE needs to come up with a decision and be open about it.

A FEW decided to participate and to keep the dialogue open. Anke is in favour of having a dialogue and her experience from previous years is that you can express your concerns at the conference; and people are not restricted in their opinions. UNAIDS is the co-organiser of this meeting, they urge civil society to join the conference to have a discussion and have that debate. If AAE does participate there should be a programme developed to show AAE's position, like organising a seminar or a meeting. If AAE publicly goes to such a conference we should take a very strong and visible position against these issues. Also it has to be considered that nobody is put at risk for showing a position that might be not in line with Russian politics. In any case, a decision is needed to be taken in order to organise the participation in time.

**Decision:**

The Steering Committee votes in favour of participation in the EECAAC (8 for). Anke and Olya will go on behalf of their organisations. Ljuba and Michael should go on behalf of AAE. Marianella would be interested to join. Some members of EATG will attend as well.

Olya suggests to organise a workshop on good practices from Europe and Anke added that AAE can give the opportunity for Russian CS to know AAE better and learn about what we can



offer, e.g. case of Latvia. In that case coordination with other networks is needed and to find out how we can present ourselves. Marianella, Olya, Anke and the office will prepare the participation in a small working group.

The SC and office should continue the discussion on AAEs presence at the conference during the next TC. We should work on coordination with other networks and Russian civil society and publish this.

#### 4.2. IAC Durban

- AAE plans to organise the European NGO Networking Zone possibly in collaboration with EATG. The application will open on December 1<sup>st</sup>. AAE should first apply to conference, but the SC members should also try to apply for scholarship as individuals, which will also be open in December.
- We can provide a space for presentations of CS members. Silke is going on behalf of DAH. Suzette from GNP+ handed in a concept note for a session about Europe. All should apply for scholarship, propose an abstract of EHLF and on other activities of AAE.
- EU zone should be highlighted. There could be an abstract or poster from EHLF and all European Projects can be there presented.

#### 4.3. AAE meetings and teleconferences in 2016

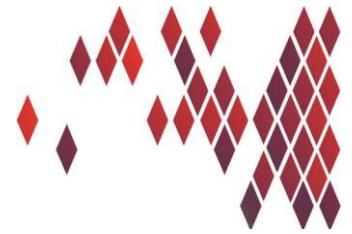
The last meeting took place in Latvia, where our member Aigars is based and which was the EU presidency country during this time. AAE will keep this meeting approach: meet in countries once a year where our SC members are based and the second time in Berlin, where our office is based. Against this background, the Steering Committee decides to have the next meeting in Belgrade.

The following AAE meeting and teleconference dates were agreed upon for 2016 this year.

AAE meetings	Teleconferences
April, 11-12, 2016 in Belgrade	December 15, 2015 (11 am)
October 20-21, 2016 in Berlin	January 21 2016 (16 am)
	March 9, 2016 (16 am)
	May 25, 2016 (16 am)
	July 6, 2016 (16 am)
	September 1, 2016 (16 am)
	October 5, 2016 (16 am)
	December 9, 2016 (16 am)

#### 4.4. Key events 2016

- 26.-27.01.2016 Quality Action Final Conference in Berlin, Germany
- 22.-26.02.2016 CROI in Boston, USA
- 23.-25.03.2016 EECAAC in Moscow, Russian Federation
- 13.-17.04.2016 EASL in Barcelona, Spain
- 19.-21.04.2016 UNGASS on drugs
- 23.-25.06.2016 EUPHA in Oslo, Norway
- 28.-30.06.2016 NGO Delegation PCB Meeting in Geneva, might be earlier due to HLM



- 17.-22.07.2016 IAC in Durban, South Africa

## 5. REVIEW OF THE DAY

It is important that we agreed on the new structure of governance, ToRs need to be updated. Good recommendations were made for the communications; the re-launch of the HIV/AIDS Clearinghouse is on a good way.

AAE decided to attend the EECAAC conference in Moscow and all are open to dialog, AAE needs to get prepared for Durban.

### Friday, October 9, 2015

Anke opens the second day of the meeting and introduces the agenda. This day is dedicated to strategic planning and brainstorming with regard to the time period 2015 to 2017 and beyond including a member/stakeholders' event.

## 6. STRATEGIC DEVELOPMENT OF AAE

In order to work on the strategic development, two working groups were formed to answer the following three questions.

- What is the image of AAE?
- Where do we see AAE in 2020?
- Where do we position AAE in the East-West-Context?

The results of the working group brainstorming were discussed in plenary

### 6.1. Brainstorm on AAEs future

- AAE's image remains the same. Our core tasks still remain to be Advocacy, Linking and Learning, Networking. AAE strives to be a modern and innovative organisation, focusing on activism at national, European and global level. The CSF is an important tool for representing civil society at EU level.
- In 2020 AAE should have increased its visibility through strengthened Public Relations. It should have showcased its successes and increased interaction with members through dialogue, projects and advocacy linked activities. Trainings are a core element and need to be implemented to a higher degree. To reinforce AAE's advocacy efforts by 2020 is crucial. The European situation should be more prominent at global level. Our vision is also to contribute to building a better EU.
- Support and empowerment of civil society in the EECA countries through improved collaboration with EECA member organisations & networks are on the agenda of AAE. Our approaches are human rights based and are aimed to increase the access to health services with regard to HIV, viral Hepatitis and Tuberculosis. Whether to address STI depends on country context. In general a better understanding of situation and context in EECA countries



is needed to work more effectively. Whether the UNAIDS 90-90-90 targets are feasible to reach is under discussion. AAE needs to take responsibility to bridge the gap between EU and neighbouring countries. New approaches have to be explored. Building partnerships with NGOs and networks is still the key instrument on how to address our messages. But we also need to get to know our members better to do so.

## **6.2. Implication on Communications Strategy**

- The CH needs to be understandable. Moving the CH from an archive into a platform, makes it more interactive and personalise it, is the objective. And it needs to be up-to-date and moderated. The website has to be more attractive to get people involved. It has to be unique and open to every group. Pictures of activities and demonstrations, also from member organisations should be used.
- The aim is to increase the number of projects with AAE involvement on top of the operating grant that another staff member can be hire. This would help to increase interaction with members. Therefore, somebody with Russian language skills should be hired.

## **7. AAEs MEMBER EVENT 2016**

This event is planned for AAE members in April 2016, and should take place in Berlin. It is planned that 10 people as representatives of member organisations can apply for scholarship and others participating on their own budget withall in all 30-40 people in total.

### **7.1. Discussion**

- The main topic of the event still needs to be decided upon. We should start a dialogue with our members to define which needs and hence which subjects should be addressed. Accordingly, the main theme of the meeting needs to be discussed. Since the Steering Committee should be present, it was decided to link the member meeting with the Steering Committee meeting and postpone it accordingly to October 2015. The objective is to empower members and increase identity with the network. To gain more flexibility, fundraising from private companies should be considered. The purpose of the event should also determine the target group and the number of people to be invited. People who are responsive in the dialogue should have easier access. A working group, consisting of Silke, Brian, Lella, Nenad plus office was appointed to prepare the event.

## **8. WORLD AIDS CONFERENCE IN AMSTERDAM 2018**

The Dutch minister of Foreign Affairs wants to have a better involvement from Eastern Europe at the AIDS2018 conference. AFEW is considered to coordinate the participation of Eastern participants and to help with the programme. AAE should be involved as well. There has no information spread about funding so far. In the beginning of 2016 the planning will start.

- Ideas: involve politicians to a bigger extent;
- members will participate when there is funding



- How should AAE be involved? This should be discussed.
- New EU policy framework and CSF would be a big announcement in the conference that IAS would support.

## 9. ANY OTHER BUSINESS

- The first draft of the CSF Agenda was shared via the listserv  
Suggestion for the CSF:
  - mapping exercise on stock outs including access to DAAs should be included in the agenda
  - invitation to the UNAIDS regional office, Global Fund, Dutch presidency to the next/June meeting with regard to the situation in EECA countries
  - EACS highlights as topic should be extended to other conferences such as IAS Vancouver
  - The regional support team of UNAIDS EECA should attend
- Velina Pendolovska is new policy officer at the EC
- The SC agrees that minutes of the TC will be sent out earlier than before, e.g. shortly after the last TC. If wished for, they can be sent out again shortly before the next TC.
- Anke will reapply as chair: application deadline is November 30, 2015 –
- HA-REACT: website will be hosted by AAE

## 10. CLOSURE OF THE MEETING

Michael summarises the discussions and the agreements of the meeting.

## 11. EVALUTATION OF THIS MEETING

Governance issues are settled, which is a good step forward. Strategic discussion was very useful and important. AAE seems to become more focused which is a good development. Discussion were very intense and interesting. It is a good thing that even when we discuss difficult issues we manage to come to a reasonable consensus e.g. EECAAC conference.

Thanks to the office for the preparation and organisation of this meeting and for the work. Nenad is looking forward to meeting us in April in Belgrade.

The feedback round provides very positive results. The SC members are happy with the achievements of the meeting, with the organisation, with the whole SC and office staff set up, as it is perceived as very harmonic. It was good to be in Latvia and have the Round Table. There is a lot to follow up on. Although there are still a lot of issues to catch up on, with Ferenc and Ljuba on board the office is much more likely to achieve the objectives set for this year.



## 12. ACTION LIST

	WHAT	WHO	WHEN
<b>A</b>	Review the procedure of annual reporting of the last year with SANL	Anke	Next SC meeting
<b>B</b>	After approval of the Annual Report 2014, create a web-version, translate and publish it	Ljuba	asap
<b>C</b>	Revise Communications Strategy and prepare a draft	Ljuba	Next SC meeting
<b>D</b>	Share more information about conference in Athens by the European Alliance for Responsible R & D and Affordable Medicines	Marianella	asap
<b>E</b>	Finalise, translate and share the Governance ToRs should be finalised, translated and shared	Office	asap
<b>F</b>	Working group on EECAAC: prepare strategy for EECAAC and get together with other networks and Russian civil society	Anke, Olya, Marianella and Office	asap
<b>G</b>	Organise European Networking Zone in collaboration with EATG for the IAC 2016	Office	asap
<b>H</b>	Create a questionnaire for feedback on the re-launch of website and Clearinghouse among members	Office	Send out before next SC meeting
<b>J</b>	Working Group on Member Event in 2016	Silke, Brian, Lella, Nenad	Discuss during next TC

## 13. ANNEXES

ANNEX	NAME
ANNEX A	AGHIAS Letter from Latvia
ANNEX B	Communication update SC meeting Berlin 2015
ANNEX C	ToR of AAE Chair



