

Minutes
Joint Secretariat Meeting
Royal Plaza Montreux and Spa, Montreux, Switzerland
19 May 2016

Attendees:

No.	Name	Position / Organization
1	Dr. Vicharn Panich	Chairman, Mahidol University Council, Thailand
2	Dr. Alex Ross	Director, WHO Kobe Centre, World Health Organization, Japan
3	Mr. James Pfitzer	Technical Officer, Health Systems and Innovation, Office of the Assistant Director-General, World Health Organization, Switzerland
4	Dr. Toomas Palu	Sector Manager for Health, Nutrition and Population, East Asia and Pacific Region, The World Bank, Thailand
5	Dr. Douglas Webb	Cluster Leader, Mainstreaming, Gender and MDGs, HIV, Health and Development Group, United Nation Development Programme, USA
6	Mr. Anderson Stanciole	Technical Adviser, Health Economist, Asia and the Pacific Regional Office, United Nations Population Fund , Thailand
7	Ms. Tatiana Shoumilina	Country Director, Joint United Nations Programme on HIV/AIDS, Thailand
8	Dr. Montira Inkochasan	Regional Migration Health Programme Support Officer, International Organization for Migration, Regional Office for Asia and the Pacific, Thailand
9	Dr. Osamu Kunii	Head, Strategy, Investment and Impact Division (SIID), The Global Fund to Fight AIDS, Tuberculosis and Malaria, Switzerland
10	Dr. Aye Aye Thwin	Special Advisor, Office of the Assistant Administrator, Bureau for Global Health, US Agency for International Development, USA
11	Mr. Ikuo Takizawa	Deputy Director General, Japan International Cooperation Agency, Japan

No.	Name	Position / Organization
12	Prof. David Harper	Senior Consulting Fellow and Deputy Head of the Centre on Global Health Security, Chatham House, United Kingdom
13	Dr. Suwit Wibulpolprasert	Vice Chair, International Health Policy Program Foundation and Health Intervention and Technology Assessment Foundation, Thailand
14	Dr. Viroj Tangcharoensathien	Senior Advisor, International Health Policy Program, Thailand
15	Dr. Churnrurtai Kanchanachitra	Director, Mahidol University Global Health, Thailand
16	Dr. Prakasit Kayasith	Director, Thai Health Promotion Foundation, Thailand
17	Dr. Walaiporn Patcharanarumol	Senior Researcher, International Health Policy Program, Thailand
18	Dr. Suriwan Thaiprayoon	Bureau of International Health, Ministry of Public Health, Thailand
19	Dr. Pattarawalai Talungchit	Director of Siriraj Health Policy Unit, Faculty of Medicine, Siriraj Hospital, Thailand
20	Dr. Prin Vathesatogkit	Faculty of Medicine Ramathibodi Hospital, Mahidol University, Thailand
21	Ms. Pattraporn Chuenglertsiri	Research Operator, MUGH, Mahidol University, Thailand
22	Mrs. Suvicha Larprojpaiboon	Assistant Coordinator, Mahidol University, Thailand
23	Ms. Nucharapon Liangruenrom	Research Operator, Mahidol University Global Health, Thailand

Discussion:

1. **Report on Minutes of the Coordinators Meeting and Conference Program at a Glance**

Dr. Churnrurtai Kanchanachitra chaired the meeting and reported the Minutes of the Coordinator Meeting including the conference program at a glance where the plenary and parallel sessions of all sub-themes were put in the time-slots. Some participants asked for some rearrangement of the time-slots as the parallel sessions of the same sub-theme are not supposed to be together. The mixed parallel sessions of all 3 sub-themes are preferred; however, there's a lot of overlapping. The program slot is kept as it is at the moment and the participants are encouraged to send further suggestions to PMAC Secretariat at pmaconference@mahidol.ac.th

There are some other points regarding the structure of the program discussed to make sure the balance of the time for parallel sessions and the meeting room arrangement where the Secretariat always arranges according to the number of participants indicated to attend the sessions.

Also, using social media to promote PMAC event in advance is recommended. The suggestion of social media announcement through Twitter and Blog are examples. Dr. Prin Vathesatogkit from Ramathibodi Hospital will coordinate with the co-hosts on this promotion issue.

2. Plenary 0

The meeting agreed upon the importance of the Plenary 0 to set the scene of the Conference and will cover the following three areas proposed in the Coordinators Meeting;

- Introduction of the subject matter of the Conference, hard facts of who, where and why.
- The political economy of social exclusion
- Why social inclusion matters

Plenary 0 will also include definition of terms used in the Conference (e.g. vulnerability, social exclusion, political economy, discrimination) measurement and indicators

Volunteered Coordinators;

- Lead Coordinator: Chatham House
- Co-coordinators: WHO, UNDP, World Bank, UNAIDS

3. Potential Keynote Speakers

Some suggested names to be the keynote speaker in the opening session include:

- High-level thinker at global level
 - Amataya Sen
- Voices of the people:
 - People who are spending their life working on this issue. It can be the lead mainstream organizations (NGOs) or community to show possibilities of problem solving, not just address the problem
 - The head of OXFAM India
 - MSF

4. Welcome Dinner

- High-level (entertaining style, no speech)
 - UNAIDS Executive Director, Michel Sidibe
 - Director-General of WHO, Dr. Margaret Chan
 - DG of IOM
- NGOs
- Media representative, Journalist, TV entertainer

5. Statement or Call to Action and Drafting Group

The meeting agreed to have the Statement or Call to Action at PMAC 2017. All the co-hosts will join the drafting group led by UNDP.

The timeline of the proposed drafting process of the Statement on commitment at PMAC 2017 will be decided later.

6. Key Message of Opening Session Video

The video shows reality of groups of vulnerable populations in the powerful way sending message that they are power of change. The video will include but not limited to:

- Show different perspectives
- Include voices of vulnerable people
- Ending with a message of HOPE
- Incorporate multi-sectoral dimension and link with SDGs

7. Side Meetings

In the past, PMAC tried to accommodate all the side meetings requested on the first come first serve basis unless it is really not relevant to the conference theme which last year there was 50 side meetings.

This PMAC 2018, the 3 criteria for side meeting acceptance is proposed;

1. It is relevant to the focus of the Conference's theme.
2. It is organized by co-hosts of 2017.
3. It is organized by co-hosts of previous years.

The meeting agreed with the criteria; however, it should be served as a guideline and may apply when it is over-capacity.

The meeting also agreed that side meetings should be held during two specific days (29 – 30 January 2017), not on the field trip to encourage participants to join the field trips. And we will continue to provide opportunity for the participants who attend only the side meetings to participate in PMAC as well.

The logistics criteria, support and procedure including the proposal template for the side meetings was also noted by the meeting.

8. Co-host booths and Creative Exhibition

From previous PMAC, not many visitors visit booth. It seems that booths are slightly outdated and not effective in terms of the number of visitors. The meeting also agreed to give priority for booths to other groups or civil society that have been working on the social exclusion or related areas. The more interactive way rather than poster or giving out documents should be encouraged.

With this regards, the space for booths can be used for some other creative activities, for example, some activities organized by the vulnerable groups, i.e. Japan can work with Asia Pacific Development Center on Disability (APCD (Thailand)) to come up with some activities by the disabled group (massage by the blind, yoga by the female prisoners).

The co-hosts are encouraged to send more ideas regarding the innovative exhibition to PMAC Secretariat at pmaconference@mahidol.ac.th.

9. Other special events (Art Contest, etc.)

The meeting agreed that the Art Contest should be continued. The 2 categories of the contest, two-dimensional art and photos, should be maintained. The meeting also noted that the Contest announcement was distributed through co-hosts for many channels i.e. schools, institutions, and on Facebook. However, the majority of the Contest participants are from Thailand, it is encouraging to see more variety of races and countries, especially from South Africa and South Asia.

The Art Contest will be open to all but try to reach out more specific groups i.e. refugee children and elderly with somehow inclusive approach. The maximum age for the Art Contest will be expanded to 25 and above. PMAC co-hosts are encouraged to attend award ceremony to meet with children from different parts of Thailand.

10. List of participants, contact information and funding needed

The coordinators are asked to send list of participants, contact information and funding requirement as in the form below. Guidelines for funding information are also discussed;

- Self-funded – those who will be supported by their own organization
- Need funding – those who have no other funding sources, priority for sponsorship will be given to speakers first and for participants from government sector, academic sector, NGOs, and civil society from developing countries.

No.	Title (Dr/Prof/etc)	First Name	Last Name	Position	Organization	Country	Email	Funding

11. Calendar of Activities and Important Deadlines

The coordinators are requested to send in the revised session proposal taking into account comments received from the Coordinators Meeting by 30 June 2016, the list of speakers and funding by 30 June 2016 and other important deadlines in the table below were noted.

Date	Activity	Responsible Person
30 Jun 2016	Revised session proposal and proposed names of speakers	Lead coordinators
30 Jun 2016	List of speakers and funding	Lead coordinators
31 Jul 2016	List of participants and funding	Co-hosts, partners, coordinators
Jul onwards	Invitation sent to speakers	PMAC Secretariat
Aug onwards	Invitation sent to participants	PMAC Secretariat
1 Oct 2016	Deadline to request for side meeting	Side Meeting Organizer
1 Dec 2016	Biosketch & paper for conference program book	Speakers/Panelists/Moderators
1 Dec 2016	List of international rapporteurs	Lead coordinators, Rapporteur Focal person
29 - 30 Jan 2017	Side Meetings	PMAC Secretariat
31 Jan 2017	Field Trip	PMAC Secretariat
1 – 3 Feb 2017	Main Conference	PMAC Secretariat

The meeting also discussed on the rapporteur which is used to build capacity and connection for young generation as each session will be led by senior rapporteur working with 2-3 young

rapporteurs per session. The coordinators are encouraged to propose the names and interested sessions (if any specific).

12. Preparatory Meeting for PMAC 2018

Three themes were proposed;

1. A One Health Call to Action Against AMR: Aligning Strategies for Preventing and Controlling Antimicrobial Resistance across Animal and Human Health Sectors
2. Accelerating Progress towards Making the World Safe from the Threats of Emerging Infectious Diseases
3. Climate Change

As there were 3 proposed themes for the PMAC 2018, the Secretariat seek agreement from co-hosts to select one from these proposals or other proposals (if any). As there were no criteria of theme selection, it is noted of the more systematic criteria and process for theme selection and there was some discussion on this which include;

- Novelty, priority, timeliness
- Interest of Co-Hosts

The meeting discussed at length on the issues and agreed on selecting infectious diseases as a theme for 2018 by taking into account infectious diseases, AMR and Climate Change when preparing for the concept note. The theme on NCD will be on the candidate list for PMAC 2019.

The 2-day preparation meeting for PMAC 2018 was discussed and to be hosted by USAID in October 2016.