



Agenda
CEO Forum
9, 10, 11 and 16 November 2020 via
Zoom Teleconference

Minutes November 2020

Monday 9 November (6:00 – 9:00 am EST)

Agenda item	1. Welcome (Kats Takeda, CEO – ChildFund Japan & Meg Gardinier, SG)
Time	10 minutes
Purpose	Kats opened the meeting, welcomed all members, including the two new CEOs, Fred Witteveen, CEO of Children Believe and Dina Taddia, CEO of WeWorld.
Presenter(s)	CEO Forum members

Agenda item	2. Welcome to new CEOs & Key Updates
Time	10 minutes
Purpose	The two new CEOs from Children Believe and WeWorld introduced themselves, shared brief highlights on their experiences and outlined what they hoped to achieve through engagement in the Alliance.
Presenter(s)	<ul style="list-style-type: none"> • Fred Witteveen, CEO of Children Believe • Dina Taddia, CEO of WeWorld

Agenda item	3. Update on the Strategic Plan Developments & Program Choices
Time	30 minutes
Purpose	Review the progress to date on finalizing the multi-year Strategic Planning Process (FY 2022 – 2025) including the process for the Program Choices Working Group
Presenter(s)	Meg Gardinier (SG) and Wendy Hirsch, Strategic Planning Consultant
Issues	Overview of the key processes and developments to date including the role and participants of the Program Choices Working Group.
Actions/Expected Outcomes	For information
Information/Support	See Report to the CEO Forum TOR for the Program Choices Working Group
Discussion points	<ul style="list-style-type: none"> • Wendy Hirsch, provided an update on the progress of the working group following the June CEO Forum, in which CEOs agreed to a process and timeline for the Multi-Year Strategic Plan (FY 22-25):

1. The Alliance will undertake two End Violence against Children (EVAC) Campaigns during the FY'22-'25 period.
2. EVAC related campaigns are defined as related to specific targets and indicators of the Sustainable Development Goals (SDGs).
3. The outcomes desired from the campaigns are **policy change, funding/branding growth** and **programmatic improvement**.
4. While **policy change** is the highest priority, it is not sufficient on its own.
5. The Alliance aims to build the campaign on **existing evidence and experience**.

- Wendy and Anne Goddard, the CEO Sponsor for the Working Group, explained that the goal of this CEO Forum is to narrow down the five topics selected by the Program Choices working group to two topics:
 1. Child Labor
 2. Child Marriage
 3. Child Trafficking
 4. Safe Learning and
 5. On-line Sexual Exploitation.
- These topics were taken from a longer list of topics, which the CEOs developed at the CEO Forum in Dublin, May 2019. Anne outlined the process the Program Choices Working Group had undertaken since the last CEO Forum (June 2020):
 1. Further research was conducted on these topics, building on the earlier work the Secretariat undertook in late 2019 and early 2020 (as part of our earlier Strategic Planning process, which was subsequently delayed owing to COVID-19).
 2. The working group engaged with the Alliance Program Committee (APC), Grants Support Committee (GSC), Communications and Marketing Committee (CMC), and the Task Forces on Advocacy and Child Protection in Emergencies.
 3. A survey went out to member country offices, to gather their input. The survey focused on recent programmatic, advocacy and funding experience in each topic in an effort to understand the opportunities each topic offered for country offices. Forty responses were received from field offices associated with six Alliance members. Regional representation of responses from Asia, Africa and the America's was about equal and one response was from Europe. A summary of the survey responses [is available here](#).

Agenda item	4. Review of Recommendations: Program Choices Working Group																			
Time	90 minutes																			
Purpose	Review and deliberate Program Choices Working Group Recommendations																			
Presenter(s)	Anne Goddard, CEO, ChildFund International and CEO Sponsor for Program Choices Working Group and Wendy Hirsch, Strategic Planning Consultant																			
Issues	See Program Choices Working Group Report																			
Actions/Expected Outcomes	Approve the key recommendations for action by the Program Choices Working Group, to be shared with the Board of Directors at 12 November meeting.																			
Information/support	See: Program Choices Working Group Report																			
Discussion points	<p>The CEO Forum engaged in an open discussion about the potential of the topics under consideration for the future EVAC campaign. A brief discussion related to the two selected topics is provided below:</p> <p>Safe Learning Environments — Approved to move forward</p> <p>Topic description</p> <p>Efforts to create 'safe learning environments' focus on ending all violence that happens while at school, on and around school grounds, while getting to and from school, and in online activity linked to a student's school life. In addition, it may involve using school as an entry point to reduce violence in other areas of children's lives.</p> <p>Discussion Highlights</p> <p>In its discussion, the CEO Forum:</p> <ul style="list-style-type: none"> • Recognized this topic as a clear area of deep expertise for all members, which provides a strong basis for a campaign to create policy change and opportunities for all members to contribute. • Noted the importance of working in collaboration on this topic, including with other organizations, particularly during and in the aftermath of the pandemic. • Requested that the working group consider how the Alliance could focus a campaign on this topic in a novel way that would highlight the unique or significant contributions of ChildFund in this space. This is particularly relevant to the campaign outcome on branding/fundraising. <p>Voting Summary</p> <table border="1"> <thead> <tr> <th colspan="2">Safe Learning Environments</th> <th></th> </tr> </thead> <tbody> <tr> <td>Fully Support</td> <td></td> <td>83% (10/12)</td> </tr> <tr> <td>Support with minor concerns</td> <td></td> <td>8% (1/12)</td> </tr> <tr> <td>Mixed feelings, but support</td> <td></td> <td>8% (1/12)</td> </tr> <tr> <td>Disagree, but willing to go along with majority</td> <td></td> <td>None</td> </tr> <tr> <td>Block</td> <td></td> <td>None</td> </tr> </tbody> </table>		Safe Learning Environments			Fully Support		83% (10/12)	Support with minor concerns		8% (1/12)	Mixed feelings, but support		8% (1/12)	Disagree, but willing to go along with majority		None	Block		None
Safe Learning Environments																				
Fully Support		83% (10/12)																		
Support with minor concerns		8% (1/12)																		
Mixed feelings, but support		8% (1/12)																		
Disagree, but willing to go along with majority		None																		
Block		None																		

Online Safety — Approved to move forward

Topic description

The working group originally investigated the narrow topic of Online Sexual Exploitation. However, the working group recommended, and the CEO Forum approved, a broader topic, Online Safety. Online Safety can include efforts to reduce risks and harms online, such as from sexual exploitation or harassment and misinformation, as well as to increase good digital citizenship, as well as digital literacy and awareness. A more precise definition will be presented as part of the next phase of planning.

In its discussion, the CEO Forum:

- Recognized this topic could be an area of opportunity to differentiate the contributions of the Alliance in a novel way.
- Recognized that the current technical expertise in this area is not uniform across the Alliance, and there are differing perspectives amongst members on the relative importance of addressing this topic.
- Requested that the working group:
 - Provide data to illustrate the degree of relevance/impact of "online safety" in the countries and communities where ChildFund members are active. This specifically relates to desire to better understand of the extent to which issues/opportunities related to children's online connectivity are global or if they are regional.
 - Clarify the case that will be made to sponsors/supporters about the significance of this topic and which would motivate them to support a related campaign.

Voting Summary

Online Safety	
Fully Support	50% (6/12)
Support with minor concerns	NA
Mixed feelings, but support	17% (2/12)
Disagree, but willing to go along with majority	25% (3/12)
Block	NA

The CEO Forum also discussed the potential of other topics reviewed but agreed to pursue these two as the leading candidates for the first EVAC campaign.

Next Steps

- **The Strategic Integration Team (SIT)** will update the working group Terms of Reference to reflect the direction provided by the CEO Forum in this discussion.
- **All CEOs** were requested to share with Meg/Anne if they have staff with particular skills in advocacy or technical experience in the two topic areas chosen, who might contribute to the working group.
- **The working group** will reconvene to begin detailed planning on two selected topics for presentation to the CEO Forum in April.

	<ul style="list-style-type: none"> Recognizing that not all members share the same level of familiarity with the Online Safety topic, Anne Goddard offered to organize a webinar to share details and learning from recent member efforts in this area.
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Agenda item	5. Wrap up & Next steps –
Time	20 minutes
Purpose	Review key points from discussion
Presenter(s)	Meg and Kats
Issues	<ul style="list-style-type: none"> Finalizing the multi-year strategic plan, consensus on Program Choices Recommendations and preliminary thoughts on the implications for the first of two Campaigns
Actions/Expected Outcomes	Formulate key recommendations for the Program Choices Working Group to further analyze and develop, summarize key points for the Board. (DONE)
Information/support	Commentary from morning meetings
Discussion points	See above

Tuesday 10 November (6:00 – 9:00 am EST)

Agenda item	1. Welcome and review of 9 November
Time	10 minutes
Purpose	Review key decisions from 9 November
Presenter(s)	Meg Gardinier and Wendy Hirsch
Issues	Refer to Agenda from 9 November
Actions/Expected Outcomes	Establish clarity for 10 November Discussion
Information/support	Report to CEO Forum
Discussion points	Kats opened the meeting, briefly summarized the highlights from 9 November and turned the meeting over to the first presenter from Accountable Now.

Agenda item	2. Accountable Now
Time	30 minutes
Purpose	<ul style="list-style-type: none"> Review the plans for full member engagement in Accountable Now application progress, address concerns about common application and potential for members to share application fees. Review AN standards as it relates to Standard 7 on Commitment to a Healthy Planet and explore links to Alliance Sustainability Standards.
Presenter(s)	Meg Gardinier and et al. (TBD)
Issues	See above
Summary of Discussion	<ul style="list-style-type: none"> <u>Member request for common application</u> <p>At previous CEO Forums, some of the members expressed concern about the heavy workload involved in completing the Accountable Now application and noted the potential for overlap in reporting. They inquired if Accountable Now would be open to simplifying the application process given the Alliance structure. In reply, Accountable Now provided a guidance note explaining why this would not be advisable: members would not be reporting out on their independent activities and this could be a challenge insofar that the Alliance decided to use the Accountable Now reporting framework as a substitute for their internal accreditation process. A further explanation on this rationale, with guidance on how specific members can reference each other's programs is included in the report: <i>ChildFund Alliance Reporting Suggestions from Accountable Now</i>, in the background reading section of the CEO Forum for November 2020.</p> <ul style="list-style-type: none"> <u>Member request for sharing application fees</u> <p>Accountable Now advised that they would offer a 10 percent discount to each member once three members have joined and a 15% discount to each member if five or more members join. To date, five members have joined 1. ChildFund Australia 2. ChildFund International 3. ChildFund Alliance Secretariat 4. Educo and 5. ChildFund New Zealand.</p> <p>The fees are based on the annual income of the organization.</p> <ul style="list-style-type: none"> A less than 1 million € €1,000 B 1-5 million € € 2,000 C 5-20 million € € 4,000 D 20-100 million€ € 7,000 E 100-500 million € €15,000 F 500 million–1 billion € €20,000 G 1 billion € €25,000 <ul style="list-style-type: none"> <u>Link with Sustainability Standards</u> <p>Hector Payo Merino, the Membership and Reporting Manager for Accountable Now joined the session. He was requested to comment on Standard 7 of our proposed Sustainability Standards: Commitment to a Healthy Planet and explore links to Accountable Now Standards. He</p>

	<p>reported that he had reviewed the Standards and was pleased to see that four standards address the crucial elements for CSOs to consider when it comes to the Accountable Now third Commitment “healthy planet”, such as: 1. advocacy, specifically with the younger population 2. programmatic application 3. internal efforts to minimize the environmental footprint and 4. policies to underpin the efforts on the other three standards. He also advised that some aspects of the Sustainability Standards could be recommend as a good practice for the rest of the Accountable Now membership. Members are encouraged to follow-up with Hector directly if they have more questions. His email is hpayo@accountablenow.org</p> <ul style="list-style-type: none"> • <u>Member concerns</u> A discussion ensued on the benefits and challenges of the Accountable Now reporting system. ChildFund Australia noted the completion of this was onerous and they had to resort to replicating other accreditation commintents to respond accurately. Based on this experience, it was recommended that the APC is requested to come up with standards on local accountability and the Alliance could therefore have one blanket recommendation. Un Enfant par la Main expressed concern about the amount of human resources that one had to dedicate to completing this and asked if it would be possible for Accountable Now to adapt the framework to the size of the member. ChildFund Deutschland expressed similar concerns. ChildFund New Zealand said that in their experience, Accountable Now provided a good learning tool to improve the organization, hence their reason for engaging in the reporting process early on. It was explained that Alliance members could actively exchange with to each other about responding to these questions. It is helpful to be able to access the Accountable Now website section where other NGOs have submitted their reports and learn how others are reporting. • <u>Next Steps</u> The Secretariat proposed to send out a grid and ask each member who had not yet participated in Accountable Now to complete it, committing to a date by which they could apply to Accountable Now. The information would be shared with the Accountable Now team who could then be prepared to work with the organization accordingly.
Information/ support	ChildFund Alliance Reporting Suggestion from Accountable Now
Agenda item	Review and Discussion of the Sustainability Standards
Time	40 minutes
Purpose	<ul style="list-style-type: none"> • Review of the Principles of Working Together as One • Review of the recommendations from the Sustainability Standards Working Group
Presenter(s)	Paul Brown, CEO-ChildFund New Zealand and Working Group Chair

Issues	<ul style="list-style-type: none"> • Members to report on progress and or challenges in operating by these eight principles. • Are people finding them easy to abide by? • Any specific outcomes and/or challenges? • Discussion of the Sustainability Standards /timeframes for adoption of standards; links to Accountable Now standards and technical guidance required.
Information/ support	Sustainability Standards (draft) The Principles of Working Together as One
Discussion points	<p>Background: Paul Brown presented on the work of the Sustainability Standards Working Group. It was agreed at the June 2020 CEO Forum that the Alliance would accelerate the drafting these standards for two reasons: 1. The Alliance had just approved <i>The Principles of Working Together as One</i> which #7 states: We care deeply for the earth and how its health impacts children and future generations as evidenced by programs and shared standards that care for the environment and mitigate against harm. The Alliance had no standards to support this principle and members thought it necessary to move quickly to develop these.</p> <p>Major discussion points</p> <ul style="list-style-type: none"> • A great deal of work was invested in developing these standards in a short period and this is noted with appreciation. • workloads are increasing and our commitments are increasing. The question was raised: Will we be able to integrate these standards into the work plans of our respective organizations? • It is understood that these standards are aspirational. • If we agree to approve these, we must be honest in our intent to adapt these standards into our programs and policies in a measured but consistent manner, over time. • There is an opportunity for us to learn from each other as we figure out how to adapt and comply with these standards. • We need to recognize that our sector is moving in this direction and that our donors (i.e. ECHO) and others are requesting this type of information (i.e. policies are on the environment.) • Therefore, we must move forward with approving these, with the understanding that each member organization adapts these accordingly and will share best practices with other members in this journey.

Agenda item	4. EUO Updates
Time	50 minutes
Purpose	<ol style="list-style-type: none"> 1. Brief update on the progress of the EUO from 1 July to the present. 2. Review key recommendations from the EU Steering Group 3. Review and discussion of the new multi-member strategy 4. Explore Task Force on Corporate Engagement
Presenter(s)	Catherine Lalonde, Director for the EUO Joern Ziegler, CEO of ChildFund Deutschland and Chair of the Steering Group Kats Takeda, CEO of ChildFund Japan

Issues	See: Purpose
Actions/Expected Outcomes	Decisions taken on the management and reporting of the Joint Multi-Member Grant Strategy Decision taken on establishment of Task Force on Corporate Engagement
Information/Support	See the CEO Forum Report and PPT Slides
Discussion Points	<p>The Director of the EUO Office provided an in-depth report with commentary from the interim Chair of the Steering Group. The following points were made:</p> <p><u>The EU Environment</u></p> <ul style="list-style-type: none"> • By 2021, the EU will revise its structures and budget quite significantly. We will have to adjust to this and train ChildFund organizations and Country Offices accordingly. • The total for the multi-annual budget of the EU (from 2021 to 2027) is for 1.7 trillion Euros. • The multi-annual budget situation was heavily affected both by Brexit and by Covid-19. Covid-19 caused many changes in the proposed budget, which are not fully known to us yet, but will definitely have an impact on available funding in future. <p><u>The EUO in Brussels.</u></p> <ul style="list-style-type: none"> • As a part of the Alliance Strategy (2022-25), the CEOs approved a new Grants Advisor position for the EUO. It is agreed that this role will report to the Director of the EUO and be located in Brussels. The fundraising will extend beyond the EUO however, to major global donors (foundations) and corporations. • Given this development, the Alliance will need to plan more intentionally for a Corporate Fundraising strategy. A sub-committee will be developed and the Corporate Policy Guidelines (2010) will need to be updated <p><u>The EUO Governance Structure & Staffing</u></p> <ul style="list-style-type: none"> • Joern will continue as Chair of the SG for the EUO until the new CEO of Educo joins the organization and is sufficiently able to resume this role, most likely by the end of the calendar year. • One of the first tasks for the EUO Steering Group is to draft the TOR for the EUO Steering Group. • The Job Description for the EUO Director will be modified in accordance with the new TOR for the Steering Group and in view of the broader mandate of the Grants Advisor. • The new Partnerships Advisor has just been hired which is welcome – the hiring was delayed due to Covid-19 and the EUO Director was left carrying the full set of responsibilities for the entire office. • It is noted with appreciation that the EUO Director was instrumental in negotiating an EU 10 million grant for Joining Forces. ChildFund will benefit from this 10 million through ChildFund International and through Educo for programs in Mali and in Uganda.

Wednesday 11 November (6:00 – 9:00 am EST)

Agenda item	1. Welcome and review of 10 November
Time	5 minutes
Purpose	Review major developments from 10 November
Presenter(s)	Meg & Kats
Issues	TBD
Information/ support	

Agenda item	2. Update from all Committees (15 minutes each)
Time	80 minutes with 5 minute break
Purpose	Report out from Alliance Committees on highlights from 1 July 2020 to Present
Presenter(s)	<ol style="list-style-type: none"> a. Alliance Program Committee Co-Chairs b. Advocacy Task Force Co-Chairs c. Child Protection in Emergencies Co-Chairs d. Grant Support Group Co-Chairs* e. Communications and Marketing Co-Chairs
Issues	Each Committee to share their key deliverables per the FY21 Plan , the key points of which are highlighted below:
Major Points	<p>The Co-Chairs of the Committees were invited to present on their major deliverables for the realization of the FY 21 Plan and share their plans for the second half of FY 21. The full presentations are available on the website and select highlights are included below. Chairs and Co-Chairs will be invited to the June CEO Forum to report on progress.</p> <p>Alliance Program Committee Major Deliverables for FY'21</p> <ol style="list-style-type: none"> 1. Participated in the drafting of the Sustainability Standards (Spring 2020) 2. Drafting a Policy Paper on Environment and Climate Change (May 2021) 3. Convened webinars related to COVID – 19 on the following subjects: <ul style="list-style-type: none"> Sports for Development (September) On-line Sexual Exploitation of Children (October) Child Labor (January) <p>Advocacy Task Force Major Deliverables for FY'21</p> <ol style="list-style-type: none"> 1. Release of Policy Papers: <ol style="list-style-type: none"> A. Child Participation and Empowerment to Prevent Violence against Children <ul style="list-style-type: none"> • To be released in conjunction with Joining Forces Policy Brief on Child Participation on Universal Children's Day B. Child –focused Social Protection <ul style="list-style-type: none"> • To be released in the last quarter of FY 21 for County offices. 2. Restructuring the ATF to support the Alliance Campaigns for FY 22-25. <ul style="list-style-type: none"> • The ATF will serve as the “fulcrum” for the national advocacy initiatives required to influence policy changes on our new Strategic priority.

Child Protection in Emergencies key deliverables:

1. Technical notes for humanitarian actors to protect children during Covid-19 pandemic.
2. Developed advocacy messaging for prioritizing Child Protection in Covid-19 response plans.
3. Developed capacity in emergency response with a focus on localization and implementing Child Protection Minimum Standards.
4. Reviewing and implementing the Coordination Mechanism for Alliance Humanitarian Action.

The Grant Support Committee key activities/deliverables:

1. Provide support to the development of the Multi-Member Grants Strategy.
2. Identify additional funding ChildFund could secure to support ongoing COVID-19 efforts to inform future planning.
3. Undertake research on donor trends and localization.
TOR developed and recruitment underway in first quarter of calendar year 2021.

The Communications and Marketing Committee key activities/deliverables:

1. Provide oversight to the formation of the Corporate Sub-committee to inform the Multi-Year Grant Strategy.
2. Provide collateral and public relations support to the COVID-19 Global Response Plan.
3. Provide oversight and support to members in the implementation of the Brand Guidelines adopted by the CEO Forum in June 2020.

Agenda item	3. Joining Forces
Time	25 minutes
Purpose	To review the progress from our Joining Forces partnership
Presenter(s)	Paul Bode, Meg Gardinier and Catherine Lalonde
Issues	Child Rights Now, JF EVAC at Field level and next steps, update on EU Grant on COVID-19 – See: PowerPoint Presentation
Actions/Expected Outcomes	General Information
Information/support	<p>Paul Bode, Catherine and Meg reported out on the major activities of JF for the period June to November 2020:</p> <ul style="list-style-type: none"> ■ ChildFund Alliance is taking the lead on the production of a global Policy Brief on the Child’s Right to be Heard, scheduled for release in three languages in January 2021. ■ Brief will reflect consultations with children at a ChildFund Alliance led event on 20 November. Over 400 participants registered including children from over 10 countries. The VP of the EUO, the ED of UNICEF and JF CEOs all scheduled to speak. Will show videos taken by children expressing their views. All videos, publications and event highlights will be featured on Joining Forces website. ■ Paul instrumental in coordinating a major governance review of the JF structure to be approved by JF CEOs at the November JF CEO Convening Session. ■ ChildFund members engaged in Fundraising Committee developed new plan for approval by CEOs at forthcoming November CEO Convening Session. ■ Meg to complete her role as CEO Convening Chair and replaced by Save the Children CEO. ■ Catherine participating in the launch of the Joining Forces for Africa event, scheduled for January 2021, highlighting the progress of the EU 10 million at work to address child protection and Covid-19 in Africa.

Agenda item	4. ChildFund as Charity of choice: Rugby World Cup 2021 + Progress toward 2023.
Time	5 minutes
Purpose	Update on recent developments
Presenter(s)	Margaret Sheehan, CEO, ChildFund Australia
Issues	
Actions/Expected Outcomes	General Information
Major Discussion Points	<ul style="list-style-type: none"> • Margaret Sheehan reported out on the recent promising developments with ChildFund Pass it Back relationship with Rugby World Cup.

	<ul style="list-style-type: none"> • ChildFund slated to be the first charity partner for the women’s edition of Rugby World Cup. • Rugby World Cup 2021 set to take place in New Zealand from 18 September-16 October(2021). • Partnership opportunity open to all members who have branded as ChildFund. • This success builds on the extensive efforts of ChildFund Australia in securing this partnership. • In 2019 (Japan) £2 million was pledged to support ChildFund’s Rugby for Development programmes and Typhoon Hagibis disaster relief. <p>CEOs congratulation ChildFund Australia on the progress they have made on this partnership and await further details, which will be coming in the first quarter of 2021.</p>

Agenda item	5. Update on the Rohingya Project
Time	30 minutes
Purpose	Review the developments of the Educo lead Rohingya Project in Cox Bazar from 2018 to the present in line with Alliance support
Presenter(s)	Pau Aragay, Interim CEO for Educo
Issues	Key updates/major challenges/remaining opportunities - See Case Study in CEO Forum section
Actions/Expected Outcomes	Briefing from Country Director on status of Alliance supported project
Discussion Points	<p>Pau Aragay, joined by the Country Director from Bangladesh provided an update on the Rohingya Project in Cox’s Bazaar:</p> <ul style="list-style-type: none"> ■ ChildFund Alliance approached in 2018 to support an office in Cox’s Bazaar. ■ Members supported the initiative through staff secondment, grants for strategy, operations and programming. ■ Focus was on education and child protection ■ Barnfonden recently supported a multi-year grant aimed at adolescent girls. ■ Evaluation conducted and based on positive results: the initiative has been integrated into the Bangladesh Country office for Educo. ■ Excellent model of how the Alliance can support a humanitarian response in a complex setting. ■ CEOs expressed appreciation for the progress, noting the multiple challenges in the region and the unlikely resolution to the conflict within the near future. ■ Children Believe’s recently appointed CEO, Fred Witteveen shared his experience working in the region during his time as a Country Director for World Vision and offered to provide support/advice to Educo as needed.

Agenda item	6. Update from WeWorld
Time	30 minutes
Purpose	Review of Highlights on WeWorld: History, Structure, Programs, Staffing, Strategic Planning and select opportunities for in-country engagement
Presenter(s)	Dina Taddia, CEO of WeWorld
Issues	See above
Actions/Expected Outcomes	Information for future planning
Information/support	PPT
Major Points	<p>Dina Taddia, provided some comments to support her PPT. While time did not permit her to go through the entire section, she highlighted several areas for which WeWorld considered the most important factors for Alliance membership:</p> <p>1. Increasing their presence at the European Union. WeWorld had plans to develop office capacity at the EU, but put this off given their membership in the Alliance. 2. Expanding ECHO engagement with interested Alliance members (following successful evaluation earlier this year. 3. Increasing their activities for humanitarian response, given their expanding work in the Sahel and the DRC. 3. Opportunities to learn more about the Alliance’s work at the UN and participate in select initiatives, including the High-Level Political Forums. As WeWorld has just joined the Alliance on 5 November and this was Dina’s first meeting, she explained that she was still learning about the Alliance, its structure (including various Committees) and opportunities to engage. She will be reaching out to member bi-laterally in the coming weeks. A considerable discussion was held on the means to improve in-country collaboration through agreements and the Secretariat agreed to prepare a set of principles intended to guide these deliberations.</p>

Agenda item	7. Wrap up and Recommendations to the Board
Time	5 – 10 minutes
Purpose	Finalize reporting to the Board
Presenter(s)	Kats (CEO Forum and Joern (for the EUO) – w support from Meg
Issues	Recommendations from Program Choices Working Group/Updates on EUO
Actions/Expected Outcomes	Kats briefly summarized the major highlights to the Board on the recommendations for the two key topics for the first of the two Alliance Campaigns; the progress on the multi-member grant strategy including the recommendation for greater engagement with the Corporate Sector, the updates at the EUO, including the recruitment for the new Grants Advisor and the adoption of the Sustainability Standards.
Information/support	

Monday 16 November (6:00 – 9:00 am EST)

Agenda item	1.Feedback from the Board that requires our attention
Time	30 minutes
Purpose	Review any feedback from the Board Meeting on 12 November that requires our consideration
Presenter(s)	Simon Whyte, Board Chair
Issues	Review of Major Issues from Board meetings on 5 and 12 November 2020
Actions/Expected Outcomes	TBD
Major Discussion Items	Simon Whyte, the Board Chair joined the meeting and briefly shared some updates from the Board meeting. He explained that he is overseeing the development of a new Member's Agreement that would be drafted with legal guidance and the assistance of David Shortland, a board member from Australia. If plans go as expected, a first draft would be submitted to the Board and CEOs in the early 2021. Ample time would be provided for individual Boards to review and raise questions. The agreement would be approved no later than June 2021 at the Board meeting. He shared that the Board expressed appreciation for the report from CEO Convening Chair, Kats Takeda and the Joern in his capacity as Steering Group Chair for the EUO. They looked forward to learning the outcomes of the Strategic Plan decision in the Spring of 2021 meeting.

Agenda item	2. COVID – 19 Report from Members & Review Impact on Members Business Plans, etc.
Time	90 minutes
Purpose	<ul style="list-style-type: none"> Review the progress of the COVID-19 Global Response Plan Review timeline for the Plan and fundraising appeals and communications/reporting Members to share their updates on how COVID-19 is affecting their overall work: programs, policies, staffing, business models, KPIs and other key aspects.
Presenter(s)	Meg and CEOs
Issues	<ul style="list-style-type: none"> After high level overview, each CEO to comment on the progress in their respective region with a view toward how we are meeting our goals Review timeline for Global Response Plan, status of fundraising appeals and recommendations around communications Members to share their updates on how COVID-19 is affecting their overall work: programs, policies, staffing, business models, KPIs and other key aspects.
Actions/Expected Outcomes	General updates on developments and refining plans moving forward (as needed) Inform individual member plans. See Forward Strong and CEO Forum Report
Major Discussion	This session was recorded and available to members who request it from the Secretariat.

Agenda item	3. Consolidated Data
Time	20 Minutes
Purpose	Review the progress of the compilation of FY 20 data and establish small committee to review questions and methodology for FY 21
Presenter(s)	Meg and CEOs
Issues	See Consolidated Data online for 2019.
Actions/Expected Outcomes	Develop a process to review and minimize future questions and revisit Methodology for global totals.
Discussion and key outcomes	It was agreed that a small sub-committee would be established to review the questions for the Consolidated Data Report and shorten them for FY 2021 data. Members felt that the original set of questions exceeded the needs of the Alliance members. Dina reported that WeWorld would collect its data for calendar year 2020 in April 2020. Moving forward, the Secretariat was tasked with determining a schedule to accommodate WeWorld's data with our own data collection process. Meg thanked all of the CEOs who had contributed their submissions for 2020 data to date. Once all submissions are in, they will be posted to the Alliance website.

Agenda item	4. Remaining Questions & Future CEO Meetings
Time	15 minutes
Purpose	<ul style="list-style-type: none"> • Advice sought: The Alliance Trademarks: Should we prioritize those we wish to retain and allow others to lapse • Review outstanding/emerging issues that require specific and focused sessions of the CEO Forum
Presenter(s)	Meg (Alliance Trademarks) Kats (Issues for the CEO Forum)
Issues	TBD
Actions/Expected Outcomes	Meg will circulate a list of all the existing Alliance Trademarks to CEOs with the request that they advise the Secretariat if they wish to maintain these moving forward. This is in effort to reduce our ever-increasing legal fees annually. Simon has questioned whether we are holding on to (and subsequently paying for) trademarks which are no longer useful to us.

Agenda item	6. Wrap up and In-camera session
Time	30 minutes
Purpose	Wrap up any outstanding issues
Presenter(s)	Kats et al.
Issues	
Actions/Expected Outcomes	TBD
Information/support	TBD