



GAVI Alliance Governance Committee Meeting

5 June 2014
Teleconference

FINAL MINUTES

1. Chair's report

- 1.1 Finding a quorum of members present, the meeting commenced at 14.00 Geneva time on 5 June 2014. Geeta Rao Gupta, Governance Committee Chair, chaired the meeting.

2. New Board Chair recruitment process

- 2.1 The Committee Chair recapped the conversations the Committee had engaged in thus far to develop a recruitment plan to identify the next Board Chair. One key action was to decide a timeline that would ensure good governance planning and a smooth transition but not distract the Board from the strategy development and replenishment activities. To this end, the Committee Chair had distributed a Gantt chart to the members which provided a potential timeline. She asked the Committee to input into this plan.

Discussion

- The Committee agreed that the recruitment and replenishment processes are equally important and should not distract from one another. Several members noted that other processes to recruit a chair at the GAVI Alliance and other organisations had taken anywhere from 10-12 months, and so the Committee needed to allow for that much time to conduct the recruitment.
- The Committee agreed that it needed to start an "internal" process as soon as possible after the June Board meeting to ensure good management and governance, and a smooth transition for the GAVI Alliance. It was agreed that the Governance Committee would set up a committee of the Board whose members would informally consult individual Board members to get their views on the terms of reference for a new chair, and initial thoughts on potential nominees.
- The Committee agreed that the more public-facing search would begin in early 2015 after the replenishment event, which could include advertising

externally and hiring a search firm. The intent would be to present a nominee to the Board for appointment by September 2015 at the latest.

- From September 2015 to the end of that year, the current Chair would be able to work with the Chair-elect to ensure a good on-boarding process, with the intent that the latter would take office on 1 January 2016.
- Finally, the Governance Committee Chair confirmed that she would lay out this entire process to the Board for information at the meeting on 18-19 June 2014, so members have a full sense of how the Governance Committee plans to proceed.

After determining there was no further business, the meeting was brought to a close.

Ms Debbie Adams
Secretary to the Board

Attachment A

Participants

Committee Members

- Geeta Rao Gupta, Chair
- Joan Awunyo-Akaba
- Donal Brown
- Maria C. Freire
- Shanelle Hall
- Orin Levine
- Olga Popova
- Samba O. Sow
- Beate Stirø
- George W. Wellde, Jr.
- Seth Berkley (non-voting)

Secretariat

- Debbie Adams
- Helen Evans
- Kevin A. Klock

Guests

- Gian Gandhi, Senior Adviser to the Board Vice Chair