

CLTS Monthly Coordination Meeting

11 July 2013, 2PM

National Technical Coordinating Unit (NTCU) for CLTS; Department of Environmental and Occupational Health, Old Ministry of Health & Social Welfare (basement), Capitol Bye-Pass, Monrovia, Liberia

Attendance: 8

Agenda

1. Welcome
2. Status Updates on Action Points
3. Comments on NTCU documents: Application form
4. Updates from Partners
5. AOB
6. Formulation of Action Points

++

Minutes

Status Updates on Action Points

- Follow up on ACF activities in Lofa (NTCU)
Incomplete – no funds available for visit. For now, invite to next meeting.
- Follow up on ARC and Equip activities in Nimba (NTCU)
Incomplete – Equip said they previously implemented CLTS but are not anymore. NTCU recommended Equip come to the July meeting.
ARC not contacted – no funds available for visit. For now, invite to next meeting.
- Share CLTS job description (NTCU)
Incomplete – awaiting from DEOH (first one sent was cut off in scanning).
- Plan NSC meeting (NTCU)
Complete - Meeting proposed for 31 July; NTCU to brief at next meeting.
- Create national CLTS plan (NTCU)
Incomplete – this could be done at NSC level, but outlined by NTCU.

Comments on NTCU documents: Application form

- Replace George's name/ contact with general NTCU contact information
- Take out requirement to attach copy of Article of Incorporation
- Add signature field to acknowledge receipt by NTCU

Updates from Partners

CHF

- CHF and GOL have 61 ODF communities this year (Bong-20; Lofa-20; Nimba-21) and report will be submitted; next steps will include mapping of ODF communities and NLs, which CHF can discuss at the next meeting.
- CHF has been designated as lead for the national CTS survey development group; the group will be organized over the next few weeks and surveys should be completed by mid-August.

UNICEF

- FAAL and GOL have triggered communities in Cape Mount, Grand Gedeh, River Gee and Grand Kru; implementing partners will continue to trigger and monitor with first ODF celebrations expected in Aug/ Sep.

Center in Excellence in Life and Health Science

- They will be implementing a WASH-related program and wanted to introduce themselves and learn more about CLTS; they will be training with TNIMA and think there could be overlap in deploying health professionals in the field.

AOB

- Starting at the next meeting, the NTCU will present on a different topic at each meeting.
- NTCU is currently using hand-written CLTS database to capture information on county and national level facilitators, CSC, Natural Leaders (NL), verification and ODF.
- Re: Ledgers – although not in the national *Guidelines*, the NTCU hopes that all communities will be provided with a WASH ledger so that when anyone visits to conduct WASH activities, it will be recorded; CHF is currently distributing these during NL training. This requirement will be included in the revised *Guidelines*.

Action Points

- Send reminder email widely for next meeting to ensure all partners (incl. ACF and ARC) are aware; also post reminder on website (NTCU & UNICEF)
- Prepare overview of NSC meeting (NTCU)
- Discuss development of CLTS work plan (NTCU)
- Incorporate edits to Application and circulate (UNICEF)
- Prepare overview of mapping of ODF communities and NLs (CHF)
- Organize national CLTS survey development (CHF)
- Prepare presentation on the topic: Overview of CLTS in Liberia (NTCU)

Next meeting: THURSDAY, 8 AUGUST 2013