



The 2nd CARPHA Executive Board meeting took place on 5th December 2011, and was hosted by Minister of Health for Trinidad and Tobago, Dr Fuad Khan. The packed agenda resulted in a wide range of decisions and recommendations, some of which are set out below. The meeting:

- **Agreed work programme priorities January - June 2012:**
 - Financing 5 core implementation roles
 - Human resource activities
 - Streamlining financial, administrative and legal matters
- **Agreed priority projects and programmes June - December 2012:**
 - Institutional strengthening
 - Developing and implementing Integrated management structure
 - Designing and implementing the Information technology infrastructure
- **Appointed a financial sub-committee** comprising of Minister Richard Visser of Aruba; the Permanent Secretaries of Trinidad and Tobago and St Vincent and the Grenadines; Mr Christopher Roberts of CEHI; representatives of the Finance Departments of CARICOM Secretariat, PAHO and CAREC. It agreed the sub-committee would establish a policy for transition of quota contribution and other fiduciary arrangements by January 2013.
- **Recommended collaboration** between PAHO, the Government of Trinidad and Tobago and the CARPHA Board need to accelerate the design and implementation of the CARPHA facilities; and
- **Agreed to a CARPHA delegation** to the Jamaican Government to resolve transition issues relating to Caribbean Regional Drug Testing Laboratory.
- **Agreed to a CHRC/ CARPHA** Research conference in April 2012
- **Agreed to CFNI / PAHO / CARPHA discussions** to finalise CARPHA's food and nutrition functions.
- **Agreed to review the plans** for transfer of CEHI functions to ensure it takes account of the laboratory accreditation process and costs.
- **Scheduled** the next CARPHA board meeting for 17th February 2012 and agreed to quarterly board meetings during the implementation period.

A summary of the meeting can be found [here](#)

Transition Workshop

On 1st and 2nd December CARPHA held a transition workshop with the five Regional Health Institutes (RHIs). The following actions were agreed:

- **A CARPHA Delegation** will engage the Government of Trinidad & Tobago and Jamaica to discuss outstanding issues relating to the head quarters agreement and possible immunities and privileges for staff.
- **Transitioning staff** into CARPHA is a priority activity for 2012, with staff being contracted to CARPHA beginning January 2013.
- **Recruitment Process:** Initially there will be an internal recruitment process with existing RHI staff. Where positions have not been filled by existing RHI staff, there will be an external recruitment process.
- **Transfer of Functions:** Priorities include:
 - Integrating the research and development agenda of RHIs, including branding the CHRC annual research conference in April 2012, as a CHRC/CARPHA Event; and
 - Further discussions between CARPHA and PAHO to finalise which food and nutrition functions will transfer to CARPHA.

Tribute to Minister Leslie Ramsammy



The CARPHA Executive Board and implementation team paid tribute to the work of Dr Leslie Ramsammy, the longest serving Minister of Health in CARICOM for his outstanding leadership as Chair of the Steering Committee of CARPHA, Chair of the CARPHA Executive Board and Chair of the Council for Human and social Development and wished him success in his new post as Minister of Agriculture in Guyana.

The Board "expressed its deepest appreciation" to Minister Ramsammy as the first Chair of the CARPHA Executive Board for his "unstinting dedication and

New UN Envoy on HIV /AIDS



Congratulations to Dr Edward Greene, CARPHA's Special Advisor, who has been appointed as an United Nations Special Envoy on HIV /AIDS. Dr Greene will advocate to keep HIV /AIDS a top priority in the Caribbean Region, including ensuring that CARPHA plays its role in the fight against stigma, discrimination, AIDS related deaths and new infections. [Further information UNAIDS](#)



Laboratory Workshop



CARPHA's will hold a Laboratory workshop on 27th and 28th January 2012 as part of the work to finalise the requirements for the new CARPHA laboratory. Members of CARPHA's the Special Laboratory Advisory Group and the implementation team will participate in the workshop.

The aims of the workshop are to:

- Define CARPHA Lab Core Functions
- Assess Sub-regional and National needs
- List Services and Analyse lab requirements
- Finalise terms of Reference for the Caribbean Public Health Laboratory Network
- Identify Synergies between NPHL, CAREC re-location and CARPHA Lab
- Identify Minimum requirements for Laboratory design

Seasons Greetings



Wishing you all warm [seasons greetings](#). We hope you enjoy your time off over the Christmas holidays.

We look forward to Working with you again in 2012.

Diary Dates

27/28 Jan work-	*NEW* Lab Special Advisory Group shop, Port of Spain, Trinidad & Tobago
17 Feb	3rd CARPHA Executive Board meeting, Port of Spain, Trinidad & Tobago
19-21 Apr	CHRC / CARPHA Research conference , Cayman Islands

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