

Summary of CEPI Board meeting #4

Video/Teleconference, 6 December 2018

Board members

- Jane Halton, *Chair of the Board*
- Tore Godal, *Norwegian Institute of Public Health*
- Joachim Klein, *Federal Ministry of Education and Research, Germany*
- Ichiro Kurane, *National Institute of Infectious Diseases, Japan* (Item 1-4)
- Trevor Mundel, *Bill and Melinda Gates Foundation*
- David Reddy, *Medicines for Malaria Venture*
- Rajeev Venkayya, *Takeda*

Non-voting members

- Richard Hatchett (CEO CEPI)
- Tim Evans, *World Bank* (Item 2-3)
- Peggy Hamburg (Chair of CEPI Joint Coordination Group) – Item 1-3

Apologies

- Cherry Gagandeep Kang, *Christian Medical College Vellore, Vice-Chair of the Board*
- John Nkengasong, *Africa CDC*
- Helen Rees (Chair of CEPI Scientific Advisory Committee – non-voting member)
- Peter Piot, *London School of Hygiene & Tropical Medicine*
- Peter Salama, *World Health Organization* (non-voting member)

Resigned following last meeting

- Joanne Liu, *MSF*

Observers

Investors council

- Freya Hopper, *Wellcome Trust*
- Lene Jeanette Lothe, *NORAD, Norway*
- Samia Saad, *Bill and Melinda Gates Foundation*
- Toru Kajiwara, *Ministry of Health Labour and Welfare, Japan* (alternate for Ichiro Kurane Item 4 onwards)

Investor observers

- Daisuke Koga, *Ministry of Health Labour and Welfare, Japan*
- Kjetil Bordvik, *NORAD, Norway*
- Ulrike Bußhoff, *Federal Ministry of Education and Research, Germany*

CEPI Secretariat

- Frederik Kristensen
- Gunnstein Norheim
- Joseph Simmonds-Issler
- Mads Høgholen
- Melanie Saville
- Per Etholm
- Rachel Grant
- Richard Wilder
- Sabrina Kriegner
- Patrick Florent (Item 4)

ITEM 1: Opening of the meeting

Jane Halton opened the meeting. No new conflicts were stated. The minutes from the October Board meeting were approved and will be signed in March.

ITEM 2: CEO update on CEPI's progress

Richard Hatchett gave an overview of CEPI's progress and challenges in 2018, and presented his focus areas for 2019. Key points discussed:

- CEPI's overall portfolio will include 17 vaccine development projects by the end of 2018
- CEPI will launch its third call (on Chikungunya and Rift Valley Fever) in January 2019
- Resource mobilisation achieved over MUSD 100 commitments in 2018
- Gavi's Board approved using IFFIm to frontload Norway's 2022-2025 contributions
- The current Ebola situation is deeply concerning. The Secretariat was asked to consider if it could help the situation and accelerate licensing of leading candidates
- CEPI has shown it can launch projects successfully. It now needs to track them
- As CEPI demonstrates success in its portfolio and activities, it should consider how it can best work with other partners on areas of shared interest and shared benefit

Resolution: Secretariat to review how to update the Board on the portfolio/communicate progress.

Access Policy

The Board requested an update on the status of the Access Policy and feedback from stakeholders. After October's Board, the Secretariat developed a two-page document, discussed this with the Executive and Investment Committee, shared with the Board and other stakeholders for comment, adjudicated all comments received, and sees the policy as ready to publish. Key points raised:

- The policy is sufficiently balanced, and nested in a wider context
- The implementation guidance should be an internal, not public, document
- The Board needs to maintain oversight, but not micromanage. The Secretariat presented summaries of CEPI's partnership agreements in October, and welcomes ongoing Board feedback on the level of detail required and the mechanism for sharing.

Resolution: The Secretariat should finalise and publish the policy

ITEM 3: Budget & Financing

Budget & 5 Year financial Plan

Per Etholm presented the 2019 budget and 2018-2022 5-year financial plan, noting planning was based on current (MUSD 732) and target Business Plan (MUSD 1000) scenarios, incorporates co-funding requirements, and extends to 2022 with some investments scheduled beyond that. He highlighted any change to project timelines impacts cash flow. A discussion was held on CEPI's current cash position, in the context of the Norwegian frontload, EC funds committed to CFP3, the need to have funds for outbreak response, the need for an operational reserve, and in terms of the obligations to development partners. The Secretariat was encouraged to consider how it calibrates its programming and overarching investment strategy.

Resolutions: The Board approved the 2019 budget and noted the 5-year financial plan

ITEM 4: Sustainable Manufacturing

Patrick Florent, seconded to CEPI from GSK, has led a sustainable manufacturing working group, reporting to the Joint Coordination Group. The group recommended pursuing the following streams of work as the next stage of the project:

- Work with relevant research groups to model epidemiology for target diseases
- Engage with CMOs, MNCs, DCVMs, equipment manufacturers, etc. to secure needed capacities for CEPI
- Engage end users, regulators and relevant authorities to define the minimum requirements for drug product presentation/stability criteria
- Develop an “end-to-end” supply chain model
- Explore standardizing for CEPI vaccine development project process development and manufacturing processes
- Explore possible new business models and funding/financing solutions

A full proposal will be developed and presented at the Board in September 2019.

Resolution: The Board endorsed the proposed approach

ITEM 5: Nominations & Compensation Committee (NCC)

Rajeev Venkayya, NCC Chair, noted the resignations of Awa Coll-Seck and Joanne Liu created two vacant board seats. The NCC has reviewed potential candidates, and Rajeev will work with the CEO and Board Chair on the process for appointing shortlisted candidates before the March Board. It was also noted that the NCC had approved the Secretariat’s proposal for annual salary increases for 2019.

ITEM 6: Brand

The agenda marked this item as “if time permitted”. Subsequent to the meeting closing, a short presentation was made to those able to listen, but it was resolved **the Secretariat would share the presentation and seek comments from the full Board.**

Close

Future Board meetings: 7-8 March Tokyo; Late June TBC: VTC; 19-20 September DC; 5 December:VTC

The CEO and the Chair paid thanks to Tore Godal for his enormous service, contributions, and leadership, as he stepped off the Board.