The Executive Board

The Executive Board (EB) is charged with providing strategic leadership and governance oversight.

- The EB strategic leadership will guide coalition planning, partner recruitment and provide input on development and implementation of services. Specifically, the EB will
  - Assist the Coalition in developing relationships with stakeholders in hepatitis elimination and promote stakeholder participation in the Coalition. Potential stakeholders include governmental agencies, industries, organizations and individuals to assist hepatitis elimination as
    - Funding partners providing resources supporting the Coalition and related services;
    - Technical partners- providing technical expertise and/or technologies for hepatitis prevention, testing, care and treatment;
    - Implementing partners planning and implementing services to prevent viral transmission and disease;
    - Collaborative partners supporting services that can assist Coalition development and delivery of hepatitis prevention and treatment services.
  - Oversee Coalition activities to assure activities are consistent with Coalition’s mission, plan and the proposed activities are reasonable in achieving stated goals.
  - Monitor the development and implementation of the Coalition and advise strategic actions to ensure good performance;
  - Review evaluation reports to ensure that strategic actions and advise the Coalition of actions as appropriate
  - Advise the Coalition of changes to allocations to individual interventions that would help to make the Coalition more effective in delivering its intended outcome and impacts;
  - On at least an annual basis, review the Coalition operational plan for current and proposed activities. Based on cost, feasibility, potential impact on prevention of transmission and disease, and other appropriate evidence, suggest priorities for Coalition activities.
- The EB governance includes oversight of program operations and expenditures to assure good management of operations and financial stewardship.
  - The EB will be informed of Coalition operations to ensure resources are deployed to their most productive use.
If necessary, the EB will advise the Coalition Director of changes in operations that will help make the Coalition more effective in delivering services to achieve intended outcome and impacts;

The EB governance will include reviewing and advising priorities for the adoption and implementation of actions recommended by the Technical Advisory Board

The EB will be composed of a chair, standing members and rotating members

The EB will be chaired by the Coalition Director.

Standing members of the EB will include representatives of organizations funding the Coalition as well as WHO (observer), CDC and the World Hepatitis Alliance.

Rotating members can help bring fresh perspectives to the EB. Rotating members will include representative(s) of in order of priority, an implementing partner, technical partner and collaborative partner. Rotating members will represent less than one third of the EB. Tenures for participation are two years. Terms will be staggered by the first term of one year for at least one rotating member. The EB chair and standing members will submit nominations for rotating members. Standing members will approve selection of rotating members by majority vote; rotating members can be asked to serve for one additional term.

Multiple representatives of EB member organizations can participate in EB deliberations. However, when voting is required, each EB member organization will have one vote.

Others can be invited to participate as observers.

The quorum for the EB is 50% of members.

The EB will seek to achieve consensus on directives and recommendations for action. In the event consensus cannot be achieved, decisions will be made by simple majority vote among EB members. In the event of a tie, the EB chairperson will have an additional casting vote.

The EB will meet quarterly with at least one in person meeting each year.

EB members will need to devote some additional time reviewing Coalition plans, reports, and evaluations;

The EB will be supported in its role and functions by Task Force staff who will serve as the Secretariat of the EB. Secretariat services will include;

Circulation of relevant material to members in good time for preparation for each meeting.

Drafting of agendas for agreement with the Chairperson.

Keeping of minutes and recording of decisions made.