Global Evaluation & Monitoring Network

for Health Launch Meeting

Summary Report

Pretoria, South Africa

June 4-7, 2012

GEMNet Health
Global Evaluation & Monitoring
Network for Health

Founding Members	*MEASURE Evaluation Staff*	*USAID Representative*

Dr. Terefe Degefe
    Addis Ababa University

Dr. Yemane Berhane
    Addis Continental Institute
    of   Public Health

Dr. Alemayehu Worku
    Addis Continental Institute
    of Public Health

Sec. Jerome Bassene
    Centre Africain d'Etudes
    Supérieures en Gestion

Dr. Amani Koffi
    Centre Africain d'Etudes
    Supérieures en Gestion

Dr. Hector Lamadrid
    Instituto Nacional de Salud
    Pública

Dr. Laura Magana
    Instituto Nacional de Salud
    Pública

Dr. Amara Soonhornthada
    Mahidol Univsersity

Dr. Abhay Saraf
    Public Health Foundation
    of India

Dr. Sanjay Zodpey
    Public Health Foundation
    of India

Dr. Moses Aikins
    University of Ghana

Dr. Andy Beke
    University of Pretoria

Dr. Paul Rheeder
    University of Pretoria

MEASURE Evaluation Staff:

Dr. Alimou Barry

Ms. Joni Bowling

Ms. Melissa Dunn

Dr. Anastasia Gage

Ms. Hemali Kulatilaka

Dr. Scott McKeown

Dr. Stephanie Mullen

Dr. Jason Smith

USAID Representative:

Dr. Krista Stewart

Launch meeting participants.

*C*ONTENTS

PURPOSE

This meeting was convened to establish and launch a network of institutional training partners to foster organization growth, collaboration, and South-to-South support for monitoring and evaluation of health programs globally through ongoing and future institutional linkages.

OVERVIEW

MEASURE Evaluation and University of Pretoria, School of Health Systems and Public Health, co-convened the inaugural meeting of the Global Evaluation & Monitoring Network for Health (GEMNet - Health) in Pretoria, South Africa, held June 4-7, 2012.

Select faculty from MEASURE Evaluation's current and former training partners attended this launch meeting (complete list of attendees is provided on page ii and in appendix A). Participating institutions included Addis Ababa University (AAU), Ethiopia; Addis Continental Institute of Public Health (ACIPH) Ethiopia; Centre Africain d'Etudes Supérieures en Gestion (CESAG), Senegal; Instituto Nacional de Salud Pública (INSP), Mexico; Mahidol University, Thailand, University of Ghana (UG), Ghana; Public Health Foundation of India (PHFI), India; and University of Pretoria, South Africa (UP).

On day one, the meeting focused on establishing the network by working with the founding members to create a shared vision, mission, and core values. During day two, founding members defined a clear leadership/operational structure and bylaws for the network. Participants also selected a name for the network (Global Evaluation & Monitoring Network for Health or GEMNet - Health) and agreed upon a concept for a network logo. During day three, the founding members outlined a two-year strategic plan that will serve as a road map for the network. On day four, the founding members used their two-year plan to create short-term action plans that will guide network activities for this emerging community of practice. Lastly, before concluding the meeting, the network elected its leadership.

MISSION, VISION, AND CORE VALUES

Mission

The mission of GEMNet - Health is to empower member institutions to ensure access to quality monitoring and evaluation (M&E) training, research, and services.

Vision

The GEMNet - Health vision is for a healthy world population through evidence-based decisions, policies, and interventions.

The group listed the following core values of GEMNet - Health:

- accountability
- commitment
- cultural sensitivity
- diversity
- equity
- impartiality
- mutual respect
- quality control at all levels
- professionalism
- resource-oriented
- synergy
- transparency

FORMING A NETWORK IDENTITY

One of the key elements of forming a network is establishing a strong identity. Once the founding members reached consensus on a shared mission, vision, and core values, a subgroup was tasked with developing a name for the new network and an initial logo concept. Through a process of consensus building, the group selected Global Evaluation & Monitoring Network for Health (GEMNet - Health) as the name and created an initial prototype for the logo:

Before the launch meeting, the founding members completed a survey that assessed the M&E-related skills and resources at their individual institutions. The survey findings are detailed in appendix C. To further solidify GEMNet - Health's emerging network identity, the founding members completed a group exercise in which they replicated their survey responses by classifying their institutional levels of M&E-related skills and resources as high, moderate, or basic. The categories that founding members collectively ranked highest included (in rank order) M&E training skills, specialized skills, M&E technical skills, and leadership and organizational development. The categories that the founding members collectively ranked as ones they would most like to strengthen included (in rank order) links to media, links to donors, and information and communication resources. A scatter-plot chart replicating the exercise generated by the founding members is in appendix C. This information about the collective skills and resources shared by the founding institutions that comprise GEMNet - Health will be useful as the leadership and standing committees pursue the network's mission and vision.

STRUCTURE AND LEADERSHIP

GEMNet - Health is comprised of three standing committees: central steering committee, capacity building committee, and network support committee. Additional committees or issue/activity-specific task forces may be developed as needed, at the discretion of the central steering committee.

A nine-member *central steering committee* was created to oversee overall network coordination and is composed of a member from each of the eight founding organizations plus one from MEASURE Evaluation. The five elected officers (chair, vice-chair, secretary/treasurer, capacity building committee coordinator, and network support committee coordinator) are members of this committee; the remaining four members are selected to represent the founding organizations not represented among the elected officers and MEASURE Evaluation.

The central steering committee membership will transition every two years as new officers are elected from the network membership. During the initial two years of the network (2012-2014), GEMNet - Health's central steering committee is composed of: Yemane Berhane, ACIPH, chair; Andy Beke, UP, vice-chair; Amara Soonthordhada, Mahidol University, secretary/treasurer; Laura Magana, INSP, coordinator, capacity building committee; Amani Koffi, CESAG, coordinator, network support committee; Abhay Saraf, PHFI; Terefe Degefe, AAU; Moses Aikins, UG; and Jason Smith, MEASURE Evaluation.

The *capacity building committee* coordinates, advises, and oversees matters related to M&E services (technical assistance), training, research, and curriculum development. Any network member may participate in the capacity building committee. During the initial two years of the network (2012-2014), GEMNet - Health's capacity building committee core membership is comprised of Laura Magana, coordinator; Alemayehu Worku, ACIPH; and a PHFI representative to be named. Other members are expected to be recruited from the other founding institutions.

The *network support committee* coordinates, advises, and oversees matters related to network membership, advocacy, and fundraising. Any network member may participate in this committee. During the initial two years of the network (2012-2014), GEMNet - Health's network support committee core membership will be comprised of Amani Koffi, coordinator; Hector Lamadrid, INSP; and a Mahidol University representative to be named. Other members are expected to be recruited from the other founding institutions.

The GEMNet - Health network support committee will be led by the following elected leaders: chair, vice-chair, secretary/treasurer, capacity building coordinator, and network support committee coordinator. The responsibilities for these roles will be defined by the central steering committee as part of refining the network bylaws and standard operating procedures (SOPs). The following founding members were elected to serve during 2012-2014 as network leaders: Yemane Berhane, ACIPH, chair; Andy Beke, UP, vice-chair; Amara Soonthorndhada, Mahidol University, secretary/treasuer; Laura Magana, INSP, capacity building committee coordinator;

Amani Koffi, CESAG, network support committee coordinator; and Jason Smith, MEASURE Evaluation, MEASURE Evaluation representative.

Please note that all elected leaders will serve a two-year term with the exception of the secretary/treasurer. The secretary/treasurer will serve a three-year term to provide stability and ease the transition of leadership.

BYLAWS

The GEMNet - Health founding members established foundational bylaws that will govern their initial operations and activities. These initial draft bylaws will be reviewed, refined, and updated by the steering committee. As new bylaws or amendments are proposed, the chair will present these to the GEMNet - Health membership for approval.

MEETINGS AND COMMUNICATION

GEMNet - Health business will be conducted through:

- face-to-face business, committee, or task force meetings;
- virtual or online business, committee, or task force meetings;
- messaging, chat, and forum discussions using Sakai platform, Skype, or Webex, Google, etc. (specific tools will be determined and utilized as needed);
- e-mail, telephone, etc.;
- an annual general meeting (AGM) where participation is mandatory for founding members but other interested members and affiliates may also attend (if not held annually, should occur no less frequently than once every three years); and
- possible global meetings financed through network subscriptions, participation fees, and corporate sponsorship.

Routine GEMNet - Health communication will occur as needed with:

- standing committees meeting at least quarterly;
- steering committee meetings considered "intermediate" between AGMs (before and after AGMs); and
- task forces established for a specific purpose reviewed at two year increments to determine whether their purpose has been achieved.

ROLES AND RESPONSIBILITIES

All GEMNet - Health members will:

- work toward the mission and vision of the network;
- follow the values of the network;
- contribute towards the mission and vision;

- work as a team;
- support the network structure and its strategic action plans;
- develop shared, standardized training materials and resource for use among the network member;
- provide technical support to those working in M&E;
- advocate for high quality M&E;
- contribute timely to the assigned tasks as members of the committee or leadership;
- assist in soliciting funds; and
- bring together and support organizations, agencies and research institutions that undertake M&E training, research and services.

MEMBERSHIP

An institution or organization will be eligible for full membership if it has:

- conducted M&E training for at least two consecutive years; and
- at least one individual or employee who is trained as an expert in M&E.

Other individuals, institutions, and organizations may qualify for an "affiliated" membership. An institution or organization will be eligible for "affiliated" membership if it possesses an interest in M&E and is prepared to contribute to the mission and vision of GEMNet - Health.

Throughout the discussion and development of these initial network bylaws, several issues were identified that require further discussion and will be resolved once the foundational bylaws are further refined and finalized. These issues included:

- whether or not the network should hold regional meetings;
- network support (financial and administrative);
- how to handle the auditing and other financial matters of the network; and
- further defining and refining categories of and criteria for membership.

GEMNet - Health Road Map

The founding members outlined a two-year strategic plan to guide the network's activities. Priorities within the two-year strategic plan were broken down and prioritized to create a three- and six-month short-term action plan to guide network start up activities.

TABLE 1:   TWO-YEAR STEERING COMMITTEE STRATEGIC PLAN

Priority	Activities	People Responsible	Year 1	Year 2	Measurement
1. Consolidate structures	Elect committee members	Founding members	X		Committees constituted SOPs in place Secretariat established GEMNet - Health operating and has visibility
	Developing SOPs: • meeting procedures • communication channels • Terms of Reference (TOR) • reporting of and dissemination	Committee chair	X		
	Establish secretariat: • operations • researching • activities • reporting	Committee chair	X		
2. Finalize bylaws	Draft bylaws	Committee chair	X		Bylaws finalized
	Circulate the draft by-laws for comments	Committee chair	X	X	
	Incorporate the comments	Committee chair	X		
3. Ensure funding	Present the final bylaws to all via Sakai platform for approval	Committee chair	X	X	Funds secured.
	Network support committee constituted	Founding members	X		
	Development of strategic plan for fundraising	Committee chair and network support committee members	X		
	Engaging with stakeholders/donors (Govt. NGOs, international partners, foundations, etc.)	Committee chair and network support committee members		X	
	Securing funds	Secretariat, committee chair		X	
	Allocation of resources for fundraising/seed money	Secretariat, committee chair	X		
4. Business plan (BP)	Prepare a TOR for a consultant/ Secretariat for a BP		X		Business plan prepared
	Consultant/secretariat prepare draft BP		X		
	Steering committee approves a BP		X		
	Implement BP		X	X	

TABLE 2:   TWO-YEAR CAPACITY BUILDING COMMITTEE STRATEGIC PLAN

Priority	Activities	People Responsible	Year 1	Year 2	Measurement
1. Inventory	Develop a tool to collect information: faculty, courses, infrastructure	Committee coordinator	X		Profile booklet produced
	Compiling	Secretariat (with GEMNet - Health leaders)	X		
2. Sharing resources	Uploading resources on GEMNet - Health Web site	Heads of individual institutions		X	Percentage of institutions uploading resources
3. Setting core standards	Forming expert committee (ad hoc)	Committee coordinator	X		Having a draft of M&E standards
	Review of materials	Head of expert committee	X	X	
	Draft of standards	Head of expert committee		X	

TABLE 3: TWO-YEAR CAPACITY NETWORK SUPPORT COMMITTEE STRATEGIC PLAN

Priority	Activities	People Responsible	Year 1	Year 2	Measurement
1. Organizing AGM	Identify theme, venue, date	Coordinator	X		AGM conducted, number of AGM participants
	Solicit Funds		X		
	Set up ad hoc AGM Organizing Task Force		X		
	Set agenda		X		
	Communicate to institutions		X		
	Conduct AGM		X		
2. Organizing M&E conference	Identify theme, venue, date	Coordinator	X		Conference conducted, number of conference participants, number of papers presented
	Establish conference scientific and logistic task forces			X	
	Solicit funds			X	
	Set up local task force in host institution			X	
	Set up the program			X	
	Select Papers			X	
	Conduct conference			X	
3. Joint training	Identify type of joint training	Coordinator		X	Number of trainings conducted, number of participants per training
	Identify most appropriate institution to host joint training			X	
	Identify potential facilitators from GEMNet - Health	Directors of member institutions		X	
	Prepare Course materials	Course facilitators		X	
	Announce joint training	Coordinator		X	
	Conduct training			X	
4. Train people to be competitive in bids	Identify specific competence gaps	Coordinator		X	Number of trainings conducted, number of participants per training
	Identify institution/ consultant providing training			X	
	Solicit funding			X	
	Nominate participants from member institutions	Directors of member institutions		X	
	Provide/conduct training	Institutions/consultants identified above		X	

TABLE 4:   STEERING COMMITTEE SHORT-TERM (THREE-TO-SIX MONTH) ACTION PLAN

Action/Tasks	1-3 Months	4-6 Months	Resources
Consolidate structure			
Nominate/elect members of committees	X		Members
Establish task force for development of standing operating procedures (SOPs)	X		Members, secretariat
Develop SOPs		X	Members
Establish task force for developing bylaws	X		Members
Development of bylaws		X	Members
Establishment of Secretariat	X		Secretariat (MEASURE Evaluation)
Securing seed money	X		Secretariat
Engaging with donors/stakeholders		X	Members, secretariat
Obtain list of stakeholders			
Establish task force for BP	X		Members
Collect information needed for BP preparation		X	Members, secretariat

TABLE 5:   CAPACITY BUILDING COMMITTEE SHORT-TERM (THREE-TO-SIX MONTH) ACTION PLAN

Action/Tasks	1-3 Months	4-6 Months	Resources
Harmonizing list of core M&E competencies (e.g., content such as curriculum development, including case studies)			
Form Expert committee to propose topics for standards setting		X	Members
Draft instrument to confirm and add to list of proposed standards topics to members		X	Members, secretariat
Circulate/send out instrument/list		X	Members
Finalize areas/topics for which network will develop standards		X	Members, secretariat
Sharing resources			
Draft tool to inventory partner institution resources	X		Members, secretariat
Circulate tool to members to complete/finalize	X		Members, secretariat
Collect information	X		Members
Compile		X	Members, secretariat
Share with members		X	Members
Translation of Materials		X	Secretariat

TABLE 6: NETWORK SUPPORT COMMITTEE SHORT-TERM (THREE-TO-SIX MONTH) ACTION PLAN

Action/Tasks	1-3 Months	4-6 Months	Resources
Organizing annual general meeting			
Identify theme and date	X		Members
Identify venue		X	Members
Set agenda	X		Members
Solicit funds	X		Members, MEASURE Evaluation
Set up/organize task force		X	Members
Communicate agenda to member institutions		X	Members
Conduct AGM			Members, MEASURE Evaluation
Organizing M&E conference			
Identify theme of the conference			Members
Specify date of the conference			Members
Identify venue for the conference			Members
Solicit funds			Members, MEASURE Evaluation

MEASURE Evaluation's Role and Support for GEMNet - Health

During the meeting, the founding members expressed a desire for MEASURE Evaluation to play an ongoing role in GEMNet - Health, including: holding a seat on the steering committee and serving as the network secretariat for the remainder of phase III of the MEASURE Evaluation project's cooperative agreement with USAID (through September 2014). Additionally, throughout the meeting, MEASURE Evaluation staff who work closely with the founding member institutions identified numerous ways that MEASURE Evaluation might support the network over the next two years. These ideas included:

- training partner institutions on use of the online platform to foster communication (this could be built upon MEASURE Evaluation presence at workshops in the various regions;
- hosting online forums to share best practices (restricted to training institutions);
- conducting surveys to collect ideas from GEMNet - Health members;
- looking for opportunities for exchange visits;
- supporting the annual general meeting;
- working closely with selected partner institutions on secretariat transition plan, process, and responsibilities;
- assisting with translation of training materials for training page on Webvsite to facilitate sharing and learning;
- providing seed funds/money for execution of strategic plan;
- providing support for development of business plan (facilitated by MEASURE Evaluation or consultant); and
- assisting with increasing visibility of GEMNet - Health by including relevant materials at MEASURE Evaluation booths in major conferences.

APPENDIX A: LAUNCH PARTICIPANTS

Founding Members

Dr. Moses Aikins
Head
Health Policy, Planning and Management, School of
Public Health, University of Ghana
P. O. Box LG13, Legon
Accra, Ghana
Email: maikins57@yahoo.com

Dr. Amani Koffi
Director
Health Management Institute, Centre Africain
d'Etudes Supérieures en Gestion
Boulevard du General De Gaulle
BP 3802, Dakar, Senegal
Email: kofrente@yahoo.fr, amani.koffi@cesag.sn

Secretary Jerome Bassene
General Secretary
Centre Africain d'Etudes Supérieures en Gestion
Boulevard du General De Gaulle
BP 3802, Dakar, Senegal
Email: jerome.bassene@cesag.sn ,
jeromebassene@hotmail.fr

Dr. Andy Beke
Adjunct Professor, Monitoring and Evaluation
School of Health Systems and Public Health,
University of Pretoria
Private bag X20
Hatfield, Pretoria 0028, South Africa
Email: beke@intekom.co.za, andy.beke@up.ac.za

Prof. Yemane Berhane
Professor of Epidemiology and Public Health Director
Addis Continental Institute of Public Health
P.O. Box: 26751/1000
Addis Ababa, Ethiopia
Email: Yemaneberhane@ethionet.et,
Yemane_b@hotmail.com

Dr. Fred Binka
Dean
School of Public Health, University of Ghana
P. O. Box LG13, Legon
Accra, Ghana
Email: fred.binka@gmail.com, fbinka@ug.edu.gh

Dr. Terefe Degefa
Director
Center for Population Studies, Institutes of
Development, Addis Ababa University
School of Public Health, Tikur Anbessa Hospital
P.O. Box 150325
Addis Ababa Ethiopia
Email: TerefeD@yahoo.com

Dr. Hector Lamadrid
Researcher
Center for Evaluation Research & Surveys, Instituto
Nacional de Salud Pública
Av Universidad 655
Col Santa Maria Ahuacatitlan
62508 Cuernavaca, Mor., Mexico
Email: hlamdrid@insp.mx

Dr. Laura Magaña
Academic Dean
Instituto Nacional de Salud Pública
Av Universidad 655
Col Santa Maria Ahuacatitlan
62508 Cuernavaca, Mor., Mexico
Email: lmagana@insp.mx

Prof. Paul Rheeder
Head, Clinical Epidemiology/Biostatistics
School of Health Systems and Public Health,
University of Pretoria
Private bag X20
Hatfield, Pretoria 0028, South Africa
Email: prheeder@medic.up.ac.za

Dr. Abhay Saraf
Head
Training and Health Systems and Additional Adjunct
Professor, Public Health Foundation of India
4, Institutional Area, ISID Campus
Vasant Kunj, New Delhi 110 070, India
Email: abhay.saraf@phfi.org

Dr. Amara Soonthorndhada
Deputy Director
Institute for Population and Social Research, Mahidol
    University
Salaya, Phutthamonthon,
Nakhon Pathom 73170, Thailand
Email: prast@mahidol.ac.th

Dr. Alemayehu Worku
Professor of Biostatistics
Addis Continental Institute of Public Health and
    School of Public Health, Addis Ababa University
P.O.Box: 26751/1000
Addis Ababa, Ethiopia
Email: alemayehuwy@yahoo.com

Dr. Sanjay Zodpey
Professor and Director of Academic Programs
Public Health Foundation of India
4, Institutional Area, ISID Campus
Vasant Kunj, New Delhi 110070 India
email: sanjay.zodpey@phfi.org

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MEASURE Evaluation Staff
</div>

Dr. Alimou Barry
Senior Health Information Specialist
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: alimou_barry@jsi.com

Ms. Joni Bowling
Associate Finance Officer
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: joni_bowling@unc.edu

Ms. Melissa Dunn
Capacity Building Specialist
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: mdunn@unc.edu

Dr. Anastasia (Stacey) Gage
Principal Investigator
MEASURE Evaluation
Tulane University SPHTM
New Orleans, LA 70131 USA
Email: agage@tulane.edu

Ms. Hemali Kulatilaka
Capacity Building Specialist
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: hkulatil@email.unc.edu

Dr. Scott McKeown
Organization Development Advisor
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: smckeown@email.unc.edu

Dr. Stephanie Mullen
Team Leader
MEASURE Evaluation
1616 N. Fort Myer Drive
Arlington, VA 22209 USA
Email: smullen@jsi.com

Dr. Jason Smith
Deputy Director
MEASURE Evaluation
206 W. Franklin Street
Chapel Hill, NC 27516 USA
Email: jbsmith@unc.ed

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USAID
</div>

Dr. Krista Stewart
Agreement Officer Representative
USAID
1300 Pennsylvania Avenue, N W
Washington, DC 20523 USA
Email: KStewart@usaid.gov

APPENDIX B: LAUNCH MEETING AGENDA

Network of Regional M&E Training Partners Inaugural Meeting
Pretoria, South Africa
June 4 – 7, 2012

Sunday, June 3, 2012

4:00 – 6:00 pm	Registration (Jacaranda 3)	Joni Bowling
4:00 – 6:00 pm	Welcome Reception (Jacaranda 2)	

Monday, June 4, 2012
Day One (Jacaranda 2)

7:30 – 9:00	Registration	Joni Bowling
7:30 – 9:00	**BREAKFAST**	
9:00 – 9:45	Opening	Jason Smith
	Welcome from UP, SHSPH	Paul Rheeder
	USAID Welcome	Krista Stewart
	Keynote Address	Siân Curtis
9:45 – 11:15	Introductions, Expectations, and Program Overview	Jason Smith
11:15 -11:30	**COFFEE/TEA BREAK**	
11:30 – 11:45	Training Partner Presentation	Jason Smith
		TBD

11:45 – 12:45	Introduction to Network Formation	Jason Smith
12:45 – 2:15	**LUNCH**	
2:15 – 2:30	Training Partner Presentation (Two organizations)	Scott McKeown TBD
2:30 – 3:30	Envisioning the Future Mission Vision Values/Principles	Scott McKeown
3:30 – 3:45	**COFFEE/TEA BREAK**	
3:45 – 5:00	Envisioning the Future	Scott McKeown
5:00 – 5:30	Name/Logo	

Tuesday, June 5, 2012

Day Two (Jacaranda 2)

7:00 – 8:30	**BREAKFAST**	
8:30 – 845	Review/Recap from Day One	TBD
8:45 – 9:00	Training Partner Presentations (Two presentations)	TBD

9:00 – 10:30	Network Identity: Who are we?	Hemali Kulatilaka
10:30 – 10:45	**COFFEE/TEA BREAK**	
10:45 – 12:30	Network Structure: How do we make it happen? Structure Leadership Bylaws	Melissa Dunn
12:30 – 2:00	**LUNCH**	
2:00 – 3:30	Network Structure: How do we make it happen? Structure Leadership Bylaws	Melissa Dunn
3:30 – 3:45	**COFFEE/TEA BREAK**	
3:45 – 5:00	Network Structure: How do we make it happen? Structure Leadership Bylaws	Melissa Dunn
5:00 – 5:15	Training Partner Presentation (Two organizations)	TBD
6:00 – 10:00	Group Outing (Dinner and Cultural Show: Johannesburg)	Andy Beke

# APPENDIX C: SKILLS AND RESOURCES INVENTORY INITIAL ANALYSIS

Note: Values are reported as mean values or counts. Values reported as means are based upon a 6-point Likert scale where 0 = none, 1 = less, and 6 = more. Values reported as counts are shaded in gray.

Question	Mean/Count
Select your organization's level of expertise for providing the following types of post-graduate M&E:	
Diploma	4.75
Masters	4.50
PhD	3.44
Short- term M&E Training	5.67
How many languages does your organization conduct trainings in?	
Spanish	2
French	1
Thai	1
Italian	0
Thai	0
English	8
Other	0
The following items will assess your organization's geographic reach for training programs. Select your organization's level of expertise for providing in-country training programs:	
In-country	5.78
Regional	5.78
Global	4.33
Select your organization's level of expertise in the following M&E technical skills:	
M&E Fundamentals	5.78
M&E of HIV/AIDS Programs	5.22
M&E of Population, Health and Nutrition (PHN) Programs	5.22
M&E of Malaria Programs	4.44
Geographic Information Systems (GIS)	3.33
M&E and Gender	3.44
Routine Health Information Systems (RHIS)	4.67
Data Demand and Use (DDU)	4.67
Economic Evaluation (e.g. costing or cost analysis)	3.89

Question	Mean/Count
Participatory Evaluation	3.33
Survey Design	5.22
M&E Tool Development	4.67
Other M&E Topics	4.50
Select your organization's level of expertise for the following M&E research experience:	
Qualitative	4.44
Quantitative	5.44
Process Evaluation	5.22
Impact Evaluation	4.33
Program Monitoring	5.33
Select your organization's level of expertise in the following technical and specialized skills:	
Training Administration and Logistics Experience	5.11
Application of Adult Learning Theory and Training Principles	4.22
Curriculum Development	5.33
Instructional Design	4.67
Web Development	3.56
Information Technology Support and Programming	3.78
Program Communications and Marketing	3.89
Fundraising	3.22
Technical Assistance for M&E	4.89
How many technical assistance consultancies have you had in the past 5 years?	
1	1
2-5	2
More than 5	6
The following items will assess your organization's level of resources for M E training. Select your organization's level of resources in leadership and organization development:	
Organizational Mission, Vision, and Values Support an M&E Agenda	5.44
Committed M&E Champion within the Organization	5.00
Established M&E Unit/Section/Division or Center	3.89
Institutional Commitment to M&E (e.g. M&E as a strategic priority)	4.89
Leadership Materials/Courses	5.22
Human Resource, Planning, and Finance Systems Support an M&E Agenda	5.00

Question	Mean/Count
Select your organization's level of resources in M&E training:	
M&E Trainee Follow-up Mechanism/Training Alumni System	4.11
M&E Trainee Databases	5.00
M&E of Communities of Practice (CoPs)/Listservs	3.56
Online Training Materials/Courses	1.89
Select your organization's level of administrative resources:	
Sound Financial Management System	5.44
Administrative Infrastructure	5.33
Access to Venues Suitable for International Meetings and Trainings	5.11
Select your organization's level of resources in information and communications:	
Communications and Marketing Infrastructure	4.67
IT Infrastructure	5.33
Organization Website	5.22
Select your organization's level of links to stakeholders:	
Links to in-country stakeholders	5.11
Links to regional stakeholders	4.56
Links to global stakeholders	3.67
Select your organization's level of links to media:	
Links to in-country media	3.89
Links to regional media	2.56
Links to global media	2.11
Select your organization's level of links to donors:	
Links to in-country donors	3.78
Links to regional donors	3.44
Links to global donors	3.56

M&E-Related Skills and Resources Inventory
(Wall Version)
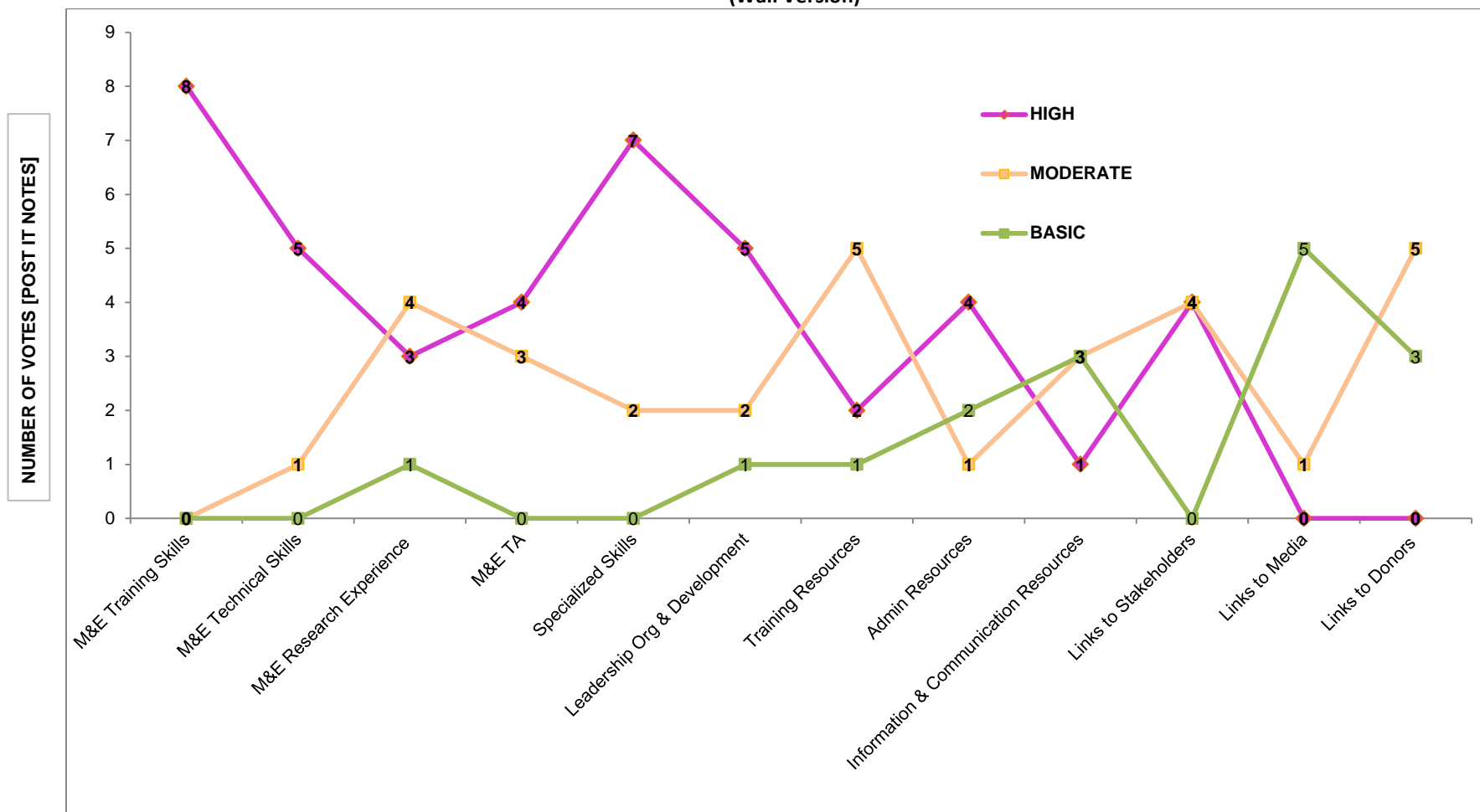
APPENDIX D: LAUNCH MEETING EVALUATION SUMMARY

GEMNet - Health Launch Workshop
June 4-7, 2012
Participant Evaluation

Pre-meeting Planning and Preparation

How would you rate your experience with…

1=Very dissatisfied; 2=Dissatisfied; 3=Somewhat dissatisfied; 4=Neutral; 5=Satisfied; 6=Somewhat satisfied; 7=Very satisfied

	Mean	Median
Travel related logistics. Include thoughts about booking air travel, visas, etc.	6.55	7
Pre-meeting communication. Consider email exchanges, phone calls, etc.	6.91	7

Please share any suggestions you may have related to pre-meeting planning and preparation:

- Should have had ample time to plan for the meeting
- Obtaining visa to South Africa is a big issue and need to be planned well ahead of conference/workshop

Meeting Logistics

How would you rate your experience with…

1=Very dissatisfied; 2=Dissatisfied; 3=Somewhat dissatisfied; 4=Neutral; 5=Satisfied; 6=Somewhat satisfied; 7=Very satisfied

	Mean	Median
Arrival and greeting	6.82	7
Morning sessions	7.00	7
Afternoon sessions	6.91	7

Please share any suggestions you may have related to meeting logistics:

- None

Workshop-related events and activities

How would you rate your experience with…

1=Very dissatisfied; 2=Dissatisfied; 3=Somewhat dissatisfied; 4=Neutral; 5=Satisfied; 6=Somewhat satisfied; 7=Very satisfied

	Mean	Median
Welcome reception	6.82	7
Cultural dinner and show	6.55	7
Freedom Park	6.60	7
Menlyn Park	5.90	6

Please share any suggestions you may have related to workshop-related events and activities:

- I wrote a short article published in our newsletter (Jul-Aug) about the Freedom Park. The cultural show was very impressive. Thanks go to the organizers.

Sheraton Hotel

How would you rate your experience with…

1=Very dissatisfied; 2=Dissatisfied; 3=Somewhat dissatisfied; 4=Neutral; 5=Satisfied; 6=Somewhat satisfied; 7=Very satisfied

	Mean	Median
Facilities	6.64	7
Services	6.36	7

Please share any suggestions for improvements related to the facilities and services at the Sheraton:

- Good IT services indeed

Overall Impression of the Network Launch Meeting

Please rate using the following scheme: 1=Low; 2=Medium; 3=High.

	Mean	Median
Usefulness	3.00	3
Effectiveness	3.00	3

Are there any additional topics that should have been included in the network launch?

- I was really impressed for the accomplishments of the meeting. That was due to the excellent organization, leadership and the group dynamics.
- It would have been nice to have a hands-on lab for the GEMNet - Health Sakai site, although I don't know when we might have fit it in the schedule.

Any other suggestions for improvement?

- We did not have enough time to interchange among the networks the ongoing activities apart from our 5 minute presentation

APPENDIX E: MINUTES FROM THE FIRST GEMNET - HEALTH BUSINESS MEETING

Global Evaluation & Monitoring Network for Health (GEMNet - Health)
Inaugural Business Meeting
Pretoria, South Africa
June 7, 2004

MEETING MINUTES

Following the election of the network officers and the seating of the steering committee, the chair called the meeting to order and thanked the members and praised the work of the network thus far.

Meeting Schedule

The chair then worked with the membership to establish a meeting schedule. No set meeting schedule was established. This discussion will continue during the first steering committee meeting that will be scheduled for July 2012.

Annual General Meeting (AGM)

The discussion of the annual general meeting (AGM) was initially tabled until the first steering committee meeting, but the group identified a date and location for the 2013 AGM. The membership agreed that the AGM should occur during the last half of May or the beginning of June 2013. The location for the first GEMNet - Health AGM will be Bangkok, Thailand, or Addis Ababa, Ethiopia.

Standing Committees

The founding members held elections in accordance with their newly outlined operating bylaws immediately preceding the start of the meeting the network leadership and steering committee. Through these elections the network leadership positions and Steering Committee were constituted as follows:

Network Leadership

Chair: Yemane Berhane, Addis Continental Institute of Public Health (ACIPH)

Vice-Chair: Andy Beke, University of Pretoria, School of Health Sciences and Public Health (UP-SHSPH)

Coordinator, Capacity Building Committee: Laura Magaña,

Coordinator, Network Support Committee: Amani Koffi

Treasurer/ Secretary: Amara Soonthorndhada Mahidol University, Institute of Population and Social Research (Mahidol)

Steering Committee Composition:

Moses Aikins, UG-SPH

Andy Beke, UP – *Vice-Chair*

Yemane Berhane, ACIPH - *Chair*

Terefe Degefa, AAU

Amani Koffi, CESAG – *Coordinator, Network Support Committee*

Laura Magana, INSP – *Coordinator, CB Committee*

Abhay Saraf, PHFI

Jason Smith, MEASURE Evaluation

Amara Soonthondhada, Mahidol U.

The founding network members constituted the other GEMNet - Health standing committees as follows:

Network Support Committee

Coordinator: Amani Koffi

Hector Lamadrid

Mahidol University Representative

Capacity Building Committee

Coordinator: Laura Magana

Alemayehu Worku

PHFI Representative

The founding members agreed that they would hold the first steering committee online in July 2012. The date will be confirmed based upon member availability following the meeting.

Jason made closing comments and thanked everyone for their tremendous work.

Krista made closing comments and remarked on the significant amount of work accomplished during the meeting.

Yemane made closing comments and thanked everyone for their efforts and praised the work accomplished during the meeting.

Andy thanked everyone and made closing comments and handed out the group picture.

The Network founding members gave closing comments and thanked the group and shared thoughts and hopes for the future of the network and collaboration.

Yemane, as GEMNet - Health chair, adjourned the meeting.