



Strategic Advisory Group Minutes of Meeting

September 6, 2023

Strategic Advisory Group Meeting

Global ETC Teleconference: Microsoft Teams

Date: 06/09/2023 Time: 14:00-15:00 CET

Attendance

ETC – SAG Chair	Brent Carbno	Montreal, Canada
Government of Luxembourg	Gilles Hoffmann	Luxembourg
Ericsson Response	Lars Ruediger	Germany
UNHCR	Nizar Zeidan	Copenhagen, Denmark
NetHope	Dag Brynjarsson	Reykjavik, Iceland
WFP	Oscar Caleman	Bangkok, Thailand
GSMA	Kimberly Brown	London, England
ETC (guest – ETC partnerships)	Marie-Elena Bock	Rome, Italy

Agenda

- Introduction of Kimberly Brown
- SAG meeting planning
- New partnership model review and way forward
- AOB - Considerations for merging of partner organizations

Minutes

Introduction of new SAG member – Kimberly Brown

- The SAG chair introduced Kimberly Brown as the newest SAG member. Kimberly provided details on her background and what she can bring to the group.

- This was the first new member onboarded to the SAG, and we need to document this process for the consistent future introductions of new members.

SAG Meeting Planning

- SAG will meet virtually at the end of October. The focus of this meeting will be to follow up on the new partnership model development and agenda planning for the next in-person session.
- The SAG will continue with bi-monthly virtual meetings for the foreseeable future.
- It was confirmed that the next in-person meeting will take place November 29-30 in Dubai. Members agreed to look at potential meeting hosting options since the WFP/IHC location is remote and difficult to reach. (**As of September 7, Ericsson Response has confirmed the ability to host at the Ericsson office in Dubai).

ETC Partnership Model – Draft Development

- Further tweaking of the model required
- Need to create an overall detailed guidance document, as well as a short (2-Page) advocacy document that is easily digestible.
- Continue to review document by section over email.
- Nizar has agreed to drafting a table that can be used to explain the different engagement levels and expectations.
- Include a section (or annex) that describes the different agreements with WFP/ETC (SLA, FLA, implementing partner, service providers, etc.)

Any Other Business (AOB)

- Does the merging of a previous ETC partner organization into a new/different entity automatically imply partnership for that new/different organization that is not an ETC partner?
- It was decided that the previous partnership cannot be simply transferred to a different organization that is not a partner.
- The new partnership model should account for this situation in the member or partner application and management processes.

Acronyms

ETC	Emergency Telecommunications Cluster
SAG	Strategic Advisory Group
ToR	Terms of Reference