

AGENDA ITEM #3	Menaxhim i Konfliktit te Interesit per anetaret e MKV-s gjate procesit te votimit sipas pikave te axhendes																			
AGENDA ITEM #4	Raportim I te gjithe Procesit te Rinovimit te MKV (Z.Ylvi Selmani anetar I Komitetit te Rinovimit te MKV).																			

MINUTES OF EACH AGENDA ITEM	
AGENDA ITEM #1	Miratimi i Axhendes se Mbledhjes;
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)	
No conflict of interest identified. Asnje konflikt interesi i identifikuar	
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >	
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
Milva Ekonomi:Pyeten te pranishmit nese jane dakort me axhenden e qarkulluar me pare nga sekretariati nepermjet e-mail-it dhe nese kane ndonje pike tjeter per te shtuar apo diskutuar.	
SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM <i>Please summarize the respective constituencies' contributions to the discussion in the spaces provided.</i>	
GOV	
MLBL	
NGO	
EDU	
PLWD	
FBO	
KAP	
DECISION(S) <i>Summarize the decision in the section below</i>	
Miratohet axhenda e mbledhjes se dt.8 May ,2015	
ACTION(S)	KEY PERSON RESPONSIBLE DUE DATE

<i>Summarize below any actions to be undertaken indicating who is responsible for the action and by when the action should be completed.</i>					
DECISION MAKING					
MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*		IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	X	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS X	
				SECRET BALLOT	
	*Consensus is general or widespread agreement by all members of a group.			ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF</u> THE DECISION >	13
				ENTER THE NUMBER OF MEMBERS <u>AGAINST</u> THE DECISION >	0
			ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u> >	0	
MINUTES OF EACH AGENDA ITEM					
AGENDA ITEM #2	Miratimi i minutave te mbledhjes se meparshme MKV (17 Prill, 2015)				
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)					
No conflict of interest identified. Asnje konflikt interesi i identifikuar					
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >					
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED					
Milva Ekonomi:Pyeten te pranishmit nese dakort me minutat e mbledhjes se meparshme te dates 17 Prill, 2015 te qarkulluar me pare nepermjet e-mail-it dhe nese ka ndonje verejtje lidhur me minutat.					
SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM					
<i>Please summarize the respective constituencies' contributions to the discussion in the spaces provided.</i>					
GOV					
MLBL					
NGO					
EDU					
PLWD					
FBO					
KAP					
DECISION(S) <i>Summarize the decision in the section below</i>					
Miratohen ne unanimitet nga anetaresia e MKV, minutat e qarkulluara me pare te mbledhjes se MKV-s te dt.16 Shkurt ,2015.					
ACTION(S)			KEY PERSON RESPONSIBLE	DUE DATE	
<i>Summarize below any actions to be undertaken indicating who is responsible for the action and by when the action should be completed.</i>					
DECISION MAKING					
MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*		IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
	VOTING	X	VOTING METHOD	SHOW OF HANDS X	

*Consensus is general or widespread agreement by all members of a group.	(Place 'X' in the relevant box)	SECRET BALLOT	
	ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF</u> THE DECISION	>	13
	ENTER THE NUMBER OF MEMBERS <u>AGAINST</u> THE DECISION	>	0
	ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u>	>	0

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #3	Menaxhim i Konfliktit te Interesit per anetaret e MKV-s gjate procesit te votimit sipas pikave te axhendes.
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CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)

No conflict of interest identified. Asnje konflikt interesi i identifikuar

WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >

SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED

Milva Ekonomi sqaroi qe lidhur me konfliktin e interesit , nga vleresimi I bere lidhur me pikat e axhendes se kesaj mbledhje, rezulton qe nuk ka konflikt interesi ne vendimet qe MKV do te marre.

SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM
Please summarize the respective constituencies' contributions to the discussion in the spaces provided.

GOV	
MLBL	
NGO	
EDU	
PLWD	
FBO	
KAP	

DECISION(S) *Summarize the decision in the section below*

Miratimi i vleresimit te menaxhimit te Konfliktit te Interesit

ACTION(S)	KEY PERSON RESPONSIBLE	DUE DATE
<i>Summarize below any actions to be undertaken indicating who is responsible for the action and by when the action should be completed.</i>		

DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	<input checked="" type="checkbox"/>	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS				
	VOTING	<input type="checkbox"/>	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS			
				SECRET BALLOT			
				ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF</u> THE DECISION	>		
				ENTER THE NUMBER OF MEMBERS <u>AGAINST</u> THE DECISION	>		
*Consensus is general or widespread agreement by all members of a group.					ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u>	>	

MINUTES OF EACH AGENDA ITEM

AGENDA ITEM #4	Raportim I te gjithe Procesit te Rinovimit te MKV (Z.Ylvi Selmani anetar I Komitetit te Rinovimit te MKV).
CONFLICT OF INTEREST. (List below the names of members / alternates who must abstain from discussions and decisions)	
No conflict of interest identified. Asnje konflikt interesi i identifikuar	
WAS THERE STILL A QUORUM AFTER MEMBERS' RECUSAL DUE TO DECLARED CONFLICTS OF INTEREST (yes or no) >	
SUMMARY OF PRESENTATIONS AND ISSUES DISCUSSED	
SUMMARY OF SPECIFIC CONTRIBUTIONS / CONCERNS / ISSUES AND RECOMMENDATIONS RAISED BY CONSTITUENCIES ON THE CCM <i>Please summarize the respective constituencies' contributions to the discussion in the spaces provided.</i>	
GOV	<p>Ylvi Selmani sqaroi qe bazuar ne vendimin e mbl.se kaluar te MKV te 17 Prill, 2015 si dhe ne manualin Qeverises te CCM, dhe sikur jane te gjithe ne dijeni u be shtyrja e procesit te Rinovimit te MKV per Grupet e Riskut dhe per Shoqaten e Profesionisteve.</p> <p>Sqaroi gjithashtu qe nga round I pare I procesit te aplikimit u mbarten dy aplikime njera e Pro LGBT dhe tjetra e ISOP por meqenese ne roundin e dyte te aplikimit patem shprehje interesi te 5 shoqatave te fushes se Grupeve te Riskut, Komiteti I Rinovimit te MKV, doli me vendimin qe Pro LGBT te mos kualifikohej per arsyen e mosplotesimit te kriterave (mosparaqitje te vertetimit te pagesave te gjobave/taxave nga zyra e tatimeve) ndersa per shoqaten ISOP, Komiteti I Rinovimit gjykoi ta skualifikoje pasi nuk mund te konsiderohet si perfaqesues i Grupeve te Riskut ne terren krahasuar me pese aplikimet e tjera qe u paraqiten ne roundin e dyte te aplikimit per anetaresi te Grupeve ne Risk.</p> <p>Ndersa per 5 shoqatat e tjera te paraqitura ne kete round te shtyrjes se aplikimeve: Aksion+, STOP AIDS, NCCS, SEEP, PINK/ LGBT PRO, u be vleresimi I dokumentacionit te tyre mbi bazen e plotesimit te kriterave te publikuara ne website e MKV, dhe u arrit ne vendimin qe vetem tre nga shoqatat e mesiperme (AKSION+, STOP AIDS, NCCS) te kualifikohen per te shkuar ne proces votimi.(shih materialet bashkengjitur te Procesit te shtyre te Rinovimit te MKV).Gjithashtu sqaroi qe duke patur parasysh qe nese do te lejoheshin te votonin secili per veten e vet mund te kishim ngerc vendimarrje dhe se votimi nuk do te rezultonte I fshehte prandaj u gjykua te merte pjese ne votim dhe NCCS(pa konflikt interesi). Nga procesi I votimit te dt.5 Maj 2015 rezultuan Aksion + si kandidature me konflikt interesi dhe NCCS si kandidature pa konflikt interesi per Grupin e Riskut duke plotesuar dhe kriterin qe vetem nje subjekt Brenda Grupit te jete me konflikt Interesi, dhe perfundimisht gjykimi paraprak I Komitetit te Rinovimit ishte qe ti propozoje MKV keto dy kandidatura per miratim, ndersa tek Shoqata e Profesionisteve aktualisht nje vend mbetet vakant, dhe propozimi yne eshte qe ky vend vakant te shpallet per aplikim deri ne muajin shtator ose te adresohet tek nje Grupim tjetet . Kete le ta vendose MKV.</p> <p>Gjithashtu sqaroi qe nuk ka patur asnje ankese nga OJQ, qe ishin pjese e procesit te aplikimit per vendin e Grupeve te Riskut.Gjithashtu theksoi qe me procesin e rinovimit te derime tanishem kemi plotesuar dy kriteret te GF, ate te perfaqesimit me 40% te Shoqerise Civile dhe kriterin e perfaqesimit me 30% te Grave ne MKV.</p> <p>Milva Ekonomi propozoi te gjithe te pranishmit per : -te votuar procesin e rinovimit te Grupeve ne Risk</p>

	- sekretariati I MKV te mare opinionin e Shailendra Haruray per vendi vakant te Shoqates se Profesionisteve.
MLBL	
NGO	
EDU	
PLWD	Olimbi Hoxhaj sqaroi qe javen qe vjen mberrin ne Tirane Shailendra te cilit ti meret nje opinion per vendin vakant te Shoqates se Profesionisteve.
FBO	
KAP	

DECISION(S) *Summarize the decision in the section below*

Aprovimi per procesin e zgjedhjeve per shoqatat e Grupeve te Riskut.
Aprovimi per Vendimin e MKV per vendin vakant te Shoqates se Profesionisteve te meret mendimi I ekspertit z.Shailendra Haruray.

ACTION(S)	KEY PERSON RESPONSIBLE	DUE DATE
<i>Summarize below any actions to be undertaken indicating who is responsible for the action and by when the action should be completed.</i>		
Sekretariati I MKV te mare opinionin e z.Shailendra Haruray per vendin vakant te Shoqates se Profesionisteve(kur duhet te aplikohet per kete vend)	Manjola Kola	May 2015

DECISION MAKING

MODE OF DECISION MAKING (Place 'X' in the relevant box)	CONSENSUS*	IF 'VOTING' WAS SELECTED, INDICATE METHOD AND RESULTS		
		<input checked="" type="checkbox"/>	VOTING METHOD (Place 'X' in the relevant box)	SHOW OF HANDS
			SECRET BALLOT	
		ENTER THE NUMBER OF MEMBERS <u>IN FAVOUR OF</u> THE DECISION	>	13
		ENTER THE NUMBER OF MEMBERS <u>AGAINST</u> THE DECISION	>	0
		ENTER THE NUMBER OF VOTING CCM MEMBERS <u>WHO ABSTAINED</u>	>	0

*Consensus is general or widespread agreement by all members of a group.

SUMMARY OF DECISIONS & ACTION POINTS

AGENDA ITEM NUMBER	WRITE IN DETAIL THE DECISIONS & ACTION POINTS BELOW	KEY PERSON RESPONSIBLE	DUE DATE
AGENDA ITEM #1	Miratohet axhenda e mbledhjes se dt.8 May ,2015		
AGENDA ITEM #2	Miratohen ne unanimitet nga anetaresia e MKV, minutat e qarkulluara me pare te mbledhjes se MKV-s te dt.16 Shkurt ,2015.		
AGENDA ITEM #3	Miratimi i vleresimit te menaxhimit te Konfliktit te Interesit		
AGENDA ITEM #4	Aprovimi per procesin e zgjedhjeve per shoqatat e Grupeve te Riskut. Aprovimi per Vendimin e MKV per vendin vakant te Shoqates se Profesionisteve te meret mendimi I		

	ekspertit z.Shailendra Haruray.		
AGENDA ITEM #5			

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

NEXT MEETING (INCLUDES OUTSTANDING AGENDA ITEMS NOT COMPLETED DURING CURRENT MEETING)	
TIME, DATE, VENUE OF NEXT MEETING (<i>dd.mm.yy</i>)	
PROPOSED AGENDA FOR NEXT MEETING	WRITE THE PROPOSED AGENDA ITEMS IN THE SPACES PROVIDED
AGENDA ITEM #1	Miratimi i Axhendes se Mbledhjes
AGENDA ITEM #2	Miratimi i minutave te mbledhjes se meparshme te MKV-s (8 May, 2015)
AGENDA ITEM #3	Miratimi i Raportit mbi Menaxhimin e Konfliktit te Interesit per anetaret e MKV-s gjate procesit te votimit sipas pikave te axhendes
AGENDA ITEM #4	Perditesimi i veprimeve te ndermarra sipas vendimeve te mbledhjeve se meparshme te MKV-s
AGENDA ITEM #5	

To add another 'Agenda Item' highlight the entire row corresponding to the last 'Agenda Item #' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows.

SUPPORTING DOCUMENTATION	Place an 'X' in the appropriate box	
ANNEXES ATTACHED TO THE MEETING MINUTES	Yes	No
ATTENDANCE LIST	X	
AGENDA	X	
OTHER SUPPORTING DOCUMENTS	X	
IF 'OTHER', PLEASE LIST BELOW:		
Proces-Verbali I Procesit te Votimit te NGO te Grupeve te Riskut Minutat e Takimit te Komitetit te Rinovimit ted t.27 Prill 2015		

CHECKLIST	(Place 'X' in the relevant box)		
	YES	NO	
AGENDA CIRCULATED ON TIME BEFORE MEETING DATE	x		The agenda of the meeting was circulated to all CCM members, Alternates and Non-CCM members <u>2 weeks</u> before the meeting took place.
ATTENDANCE SHEET COMPLETED	x		An attendance sheet was completed by all CCM members, Alternates, and Non-CCM members present at the meeting.
DISTRIBUTION OF MINUTES WITHIN ONE WEEK OF MEETING	x		Meeting minutes should be circulated to all CCM members, Alternates and non-members within <u>1 week</u> of the meeting for their comments, feedback.
FEEDBACK INCORPORATED INTO MINUTES, REVISED MINUTES ENDORSED BY CCM MEMBERS*	x		Feedback incorporated into revised CCM minutes, minutes electronically endorsed by CCM members, Alternates and non-members who attended the meeting.
MINUTES DISTRIBUTED TO CCM MEMBERS, ALTERNATES AND NON-MEMBERS	x		Final version of the CCM minutes distributed to CCM members, Alternates and Non-members and posted on the CCM's website where applicable within <u>15 days</u> of endorsement.

* Often CCM minutes are approved at the next meeting. Since many months can pass before the next scheduled meeting, electronic endorsement of the CCM minutes is considered to be a more efficient method for effective meeting management.

GLOSSARY FOR ACROYNMS USED IN THE MINUTES:

ACROYNM	MEANING
NCCS	National Center for Community Services
SEEP	Social Education and Environment Protection
ISOP	Institute of Public Opinion Studies

To add an additional 'Acronym', highlight the entire row corresponding to the last 'Acronym' in the table. Right click on the mouse and select the 'Insert' menu item, then select the 'Insert Rows Below' option. Repeat as necessary to add additional rows

CCM MINUTES PREPARED BY:

TYPE / PRINT NAME	>	Manjola Kola	DATE	>	15.05 2015
FUNCTION	>	Administrative Assistant	SIGNATURE	>	

CCM MINUTES APPROVAL:

APPROVED BY (NAME)	>	Olimbi Hoxhaj	DATE	>	22.05.2015
		Vice-Chair of CCM	SIGNATURE	>	