



1st International Steering Committee meeting
25th to 26th November 2016 Sofitel Abidjan Hotel Ivoire, Cote
d'Ivoire

AGENDA

OBJECTIVES:

- I. Finalize the Theme and objectives of the 19th edition of ICASA
- II. Select an appropriate logo from the shortlisted competition logos
- III. Agree on the key dates and road map
- IV. Review ICASA abstract titles and sub-titles
- V. Identify best strategy for resource mobilisation (ICASA 2017 budget)
- VI. Agree on the communication strategy of the 19th edition
- VII. Propose ICASA 2017 draft plenary session topics and speakers

CHAIRS:

Dr. Ihab AHMED: President, Society of AIDS in Africa (SAA) / Chair of ICASA 2017
 Dr Coffie Goudou, Minister of Health and Public Hygiene (Cote d'Ivoire) Co-chair of ICASA 2017

PROPOSED AGENDA:

Day 1: 25 th November 2016		
Time	Activities	Discussion Lead
9:00	Registration of participants	Secretariat
9:15	Opening Session <ul style="list-style-type: none"> - Welcoming address - Opening remarks - Introduction of participants - Endorsement of the agenda 	Conference President & Vice - President
9:35	Session 1: Presentation of SAA/ICASA Presentation of SAA and ICASA Management structure	SAA SG
9:50	Session 2: Presentations of proposed ICASA 2017 Thematic / objectives Presentation of the various proposed thematic for final approval	ICASA 2017 President
10:50	Break	
11:15	Session 3: Presentation of ICASA 2017 proposed logo Presentation of the shortlisted 10 best logo to the ISC for final selection	ICASA 2017 Vice President
12:00	Session 4: Presentation of ICASA 2017 Key date and road map	Head Of local Secretariat
12:15	Lunch	



13:00	Session 5: Presentation of ICASA 2017 marketing plan Presentation of the marketing plan and identification of best strategy for resource mobilization	ICASA Director
13:20	Session 6: Draft ICASA 2017 budget Presentation of the ICASA 2017 Budget	SAA Treasurer
14:05	Session 7: Communication strategy Presentation of the proposed communication strategy for ICASA 2017	Local Secretariat
14:25	Session 8: Presentation of the draft preliminary program	ICASA Director
14:40	Break	
15:05	Session 9: ICASA 2017, Plenary session topics and proposition of speakers Group discussion and proposition of plenary topic & speakers (Scientific, community and Leadership)	Scientific Chair
15:50	Session 10: Presentation of various committee draft propositions The Scientific , community and leadership committee presentations & recommendation	Chair & Co-Chair
16:35	Review and wrap up of ISC meeting day one	ICASA 2017 President & Vice –President

Day 2: 26 th November 2016		
9:00	Session 11: Review of Abstract title and sub-title Review followed by group discussion and recommendation Track(A,B,C, D &E)	Scientific committee chairs
10:00	Session 12: Presentation of various track title & sub-title Proposal presented by track chairs followed by plenary discussion and decision	Track Chairs
10.30	Break	
11.00	Session 13: Presentation of the venue of the conference Sofitel Abidjan Hotel Ivoire & Facilities	
12.30	Lunch	
13:15	Session 14: Review of upcoming milestones and meetings	ICASA Director
13:35	Session 15: Evaluation of the ICASA 2017 1st steering Committee meeting Evaluation form to be filled by participant	Secretariat
14:35	Closing Session	ICASA 2017 President & Vice President
14:55	End of 1st International Steering Committee Meeting	