



Meeting Location	UNHCR – Lea Building	Meeting Time	10:00 A.M
Chair person	Kerstin Karlstrom Senior Inter-Agency Coordinator	Meeting Duration	2h
Minutes Prepared by	Lara Techekirian -Inter-agency Coordination Associate		
Purpose of Meeting	<ol style="list-style-type: none"> 1. Update on the format/content of the interagency weekly update 2. Prioritization 3. LHIF Questionnaire 4. Gender Marker 		

Summary of discussions and action points

1.	Update on the format/content of the interagency weekly update by Dana Sleiman-Assistant Public Information Officer-UNHCR
	<ul style="list-style-type: none"> ▪ IA Weekly update to move from sectoral to a fact sheet with highlights-effective starting today ▪ Sector leads to send weekly bullet points of achievements ▪ Every other week will be a thematic update.
2.	Prioritization by Kerstin Karlstrom-Senior Inter-Agency Coordinator-UNHCR
	<ul style="list-style-type: none"> ▪ Sector priorities being identified, challenges lays ahead-there's a need to look cross other sectors to determine priorities ▪ Define major overarching issues that affects the country and contribute across the sectors to solving immediate needs ▪ A brainstorming session was held between different sectors to identify ongoing key issues(e.g. Discrimination, violence ,evictions, legal status...) and which sectors can contribute to them-sectors also discussed access to services, to income, challenges concerning the involvement of the government and the private sector and how other sectors can contribute to increase of income ▪ Need to engage new modalities to achieve progress ▪ Identify top priorities within common criteria ▪ Define overarching country prioritization areas and to elaborate based on PoC needs <p>Action point: Suggestions to take further discussions to core group meeting on Monday.</p>
3.	Targeting Next Steps (Socio-Economic HH Profiling)-Amy Keith-LHIF
	<ul style="list-style-type: none"> ▪ Targeting TF will release next week a questionnaire that collects HH-level socio-economic information needed for targeting food and unconditional cash---it also collects HH-level information useful to the sectors more widely (developed based on previous multi-sector discussions around the questionnaire for VASyR, etc.) ▪ This questionnaire will effectively serve as a HH socio-economic profiling tool and will be compiled



	<p>into a common database (RAIS) for use by the response as a whole.</p> <p>Action point:</p> <ul style="list-style-type: none">▪ All SWGs to review questionnaire to (1) see what data it will collect that may help your sector with planning/targeting in 2015-16; (2) raise MAJOR objections to questions or omissions in the questionnaire (noting the base questionnaire must be kept to 30 min).▪ Protection Core Group to sit with the Cash Core Group for detailed discussions, in order to (1) determine how to prioritize among the most vulnerable for unconditional cash assistance; (2) ensure that protection issues are appropriately flagged in the questionnaire and that no questions create protection concerns.▪ Cash Core Group/WG to develop next steps to operationalize the HH profiling system (e.g., prioritization of HH visits, interaction with existing referral systems, ensuring no duplication of HH visits, etc.)▪ LHIF to follow up with SNAP to see if they are willing to work with UNHCR IM on wider use of RAIS and required data sharing and management protocols.
4.	Gender Marker by Lorenza Trulli-Protection Officer-UNHCR
	<ul style="list-style-type: none">▪ Gender Marker will be used in the LRCP.▪ SGBV Task Force will support in using the Gender Marker tool and ensuring that sector's strategies address the needs and realities of women, girls, men and boys and improve the sector's capacity to incorporate gender equality measures.▪ This process will entail two main steps:<ul style="list-style-type: none">○ Support provided to each sector in ensuring that needs assessments, activities and outcomes reflect the distinct needs of women, girls, men and boys. This will be achieved through bilateral meetings between the sector lead/co-lead and the Gender Marker focal point assigned to each sector. Tentative timeline: 15 to 19 September○ Assignment of the gender code to each sector's strategy. This will happen after the sector's strategies have been developed. Tentative timeline: 22 September to 02 October.