

National Shelter Cluster Monthly Meeting Minutes

Venue: IOM Office and Virtually through Teams Platform.

Date: Sunday, May 21, 2023, at 10:00 – 12:00

Review of previous meeting action points:

#	Action Point	Status
1	SCT to update the activity matrix and include the tools associated for each indicator	Ongoing
2	SCT to develop the CCPM action plan	Done
3	SCT to plan for a donor conference to mobilize resources for the cluster response	Pending
4	Cross cutting issues to be included as an outstanding agenda for every Cluster meeting	Ongoing

Discussions and agreements reached during the meeting

#	Topic/Issue	Action Points & Agreements	By whom?	When
1	<p>Cluster Coordination Brief (Global Cluster Meeting, Fund Mapping, Cluster co-chair in Aden and National Level, Rotation of Meetings, Cross-Cutting Issues, TWiG Update)</p> <ul style="list-style-type: none"> - Global Cluster Meeting: The upcoming Global Shelter Cluster meeting was discussed, scheduled to be held from June 19th to June 23rd. The participants were invited to raise any concerns or topics they wished to discuss during the meeting. - Fund Mapping: It was agreed to extend the deadline for the fund mapping survey until 10th of June and it was emphasized that the information shared are confidential and will not be shared. - Cluster co-chair in Aden and National Level: It was explained that five expressions of interest for Co-Chair in Aden were received, and a committee 	<ul style="list-style-type: none"> - Partners to share contact information for donors to include in the invitation for the planned Shelter Cluster donors conference - SCT to extend the fund mapping exercise. - SCT to share the results of Aden Co-Chair EOI. 	<p>Partners</p> <p>SCT</p> <p>SCT</p>	<p>15 June</p> <p>10 June</p> <p>When finalized</p>



#	Topic/Issue	Action Points & Agreements	By whom?	When
	<p>consisting of members from the SAG was set up to carry out a transparent selection process. The selected agency would be announced later. It was also mentioned that a co-chair at the national level would be appointed, and an expression of interest would be circulated.</p> <ul style="list-style-type: none">- Rotation of Meetings: The participants agreed to rotate the meeting locations among different organizations to ensure inclusivity and equal participation. The next meeting is planned to be held on DRC's office.- Cross-Cutting Issues: Cross cutting issues focal points are currently developing a workplan and it will be presented in the next meeting.- TWiG Updates: I was explained that a focus group discussions will be conducted to gather feedback from beneficiaries on emergency shelter kits and collect information on preferred emergency shelter items and support needed. The process will be coordinate with sub-national cluster coordinators and partners to gather feedback from different locations to come up with come up with appropriate adjustments for future emergency response planning.	<ul style="list-style-type: none">- Cross-Cutting issues focal points to finalize the 2023 workplan and present in the next Cluster meeting- SCT to share the 2023 Activity Matrix	<p>Cross Cutting Issues focal points</p> <p>SCT</p>	<p>Next meeting</p> <p>1 June</p>
2	<p>2023 1st Standard Allocation</p> <ul style="list-style-type: none">- Cluster Coordinator (CC) explained that The 1st Standard Allocation for 2023 will be based on three pillars: centrality of protection, improving living conditions, and scaling up services in hard-to-reach areas and the priority locations were identified based on severity and feedback from the field. The proposed timeline for proposal submission and fund dispersal were presented.			
3	<p>Flood Update</p> <ul style="list-style-type: none">- The flood mitigation and response update were presented during the meeting. It was emphasized on the importance of coordinating with Sub-National Clusters Coordinators to ensure all partners support is included.	<ul style="list-style-type: none">- SCT to circulate the flood mitigation and response update with partners	<p>SCT</p>	<p>23 May</p>



Shelter Cluster Yemen
ShelterCluster.org
Coordinating Humanitarian Shelter

Participants List: