

VALMOPRIS

Skype Meeting 2: Record of Meeting and Action Points

10am (GMT) - 18th December, 2015

Present: Kirsten Sams (KS), Dominique Antony (DA), Enrica Pautasso (EP), Ed Santman (ES) Maren Satke (MS), Alina Zamosteanu (AZ), Aina Vilcane (AV), Marisa Farrell (MF)

Apologies: None (all partner countries were represented)

Item 1 – Level 5 Approach

- Although concerns have been raised at a national level regarding the relevance of the Level 5 methodology, it was agreed by all project partners that the validation methodology should be consistent
- Of course, any partner who wishes to carry out this work benchmark to their own national frameworks and agencies should proceed with this work independently. We feel this is an important element in the longevity of this project and in Scotland, we are looking into this at the moment.

Item 2 – Romania | Research Element

- AZ is going to design a draft of the methodology paper for the research approach. This should help to clarify the different strands of research required for the first intellectual output. I have sent a rough copy of the survey questions to AZ for her input. She will get these back to me in early January and we will send them to all partners for feedback and then distribution among their local/national networks (**AZ - action point**).

Action point

- In the interim if partners could keep in mind that the local research will be required by the end of February. This will also feed into the interim report.

Item 3 – Website and Social Media

- There are no funds available within the budget for a project website unfortunately. Some partners also felt that a website was not the most prudent use of funds as traffic to dedicated websites is comparatively low.
- ES and DP both raised various concerns about the use of social media – a) the need to keep it constantly updated (ES) and b) the avoidance of all photographs or documents (DA)
- ES also explained that the EPEA are looking at ways to promote/document prison projects. Through time, this could be one option.

Action Points

- Following our discussion, partners were in agreement that we will promote the Valmopris Project via our own organisations' websites and local outputs.
- Furthermore, KS will liaise with the EPEA in the short term to find out our options for keeping an up-to-date record of the work we are doing on the project.
- DA raised the issue of the logo. If all prison-based partners were willing to undertake a competition with their students to design a logo. Scotland will do this. Perhaps we could set the end of February as a deadline for any submissions. a

Item 4 – Steering Group Meetings

- Confirmed meetings as followed. We will send a proposal for an extra steering group meeting between October 2016 and September 2017 based on potential revision of the budget.

6-8 April 2016

Second Steering Group Committee Meeting – Bordeaux (confirmed)

October 2016

Third Steering Group Committee Meeting combined with Training Session 1 – Netherlands

****Scotland will speak with the National Agency to confirm that its possible to transfer the funds for teacher travel and subsidence from ‘Changes and Chances’ to ‘Euro-Cides’**

September 2017

Fourth Steering Group Committee Meeting with Training Session 2 – Romania (to coincide with the EPEA conference)

Please see document forwarded by Kirsten with options for the meeting schedules.

Item 5 – Contracts, Timesheets & Payments

Partner Country	Contract Received	Copy 2 contract Returned *	Payment 1 Processed **
France	Yes		Yes
Germany	Outstanding		
Austria	Yes		
Romania	Yes		Yes
Latvia	In transit		
Netherlands	Yes		
Scotland	Yes		

* All contracts will be returned to partner countries in early January.

** If partners have any questions about anything to do with contracts, timesheets or payments please email MF. The college will be closed over the festive period so I will come back to you on these matters on Friday 8th.

AOCB –

Warm festive wishes to all partners.

End.