



JCN

MINUTES OF THE NATIONAL MEETING

The Probation Service, Haymarket 14.30 on 31st January 2014

In preparation of the 4th Transnational Workshop



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Agenda

1. Minutes of previous meeting
2. Review of promotional materials for final Conference
3. Helsinki workshop Report
4. Preparation for Schwerin meeting and workshop
5. JCN Irish Newsletter 3
6. Financial claims and budget paperwork
7. Project workplan and calendar of activities
8. Date of next meeting
9. Any other business.

LIST OF PARTICIPANTS IN THE MEETING

Name and Surname	Role
Attendance: Brian Dack (PS), Tony Hickey (IPS), Ethel Gavin (IPS) Gerry McNally (PS).	

1. Minutes of previous meeting noted.
2. Content and circulation of final conference materials discussed. Invitations will be sent academic institutions, criminal justice interest groups, statutory agencies including Dept. of Justice and Equality,



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Probation Service and Irish Prison Service. Northern Ireland and UK interests to be included.
Promotion material in Probation Works Newsletter at appropriate time.

Helsinki workshop was a valuable discussion and exchange of ideas and models of good practice. The Irish project team was represented at the Helsinki WS3 workshop by Tony Hickey (IPS), Ethel Gavin (IPS), David Williamson (PS) and Gerry McNally (PS).

3. Full team is expected to attend in Schwerin. Discussion on best practice issues to be continued and finalised at the workshop. Possible speakers and themes for the final conference to be identified, if possible, in advance across the range of topics to be covered.
4. JCN Ireland Newsletter three will be prepared by Gerry and launched on the Service website.
5. All outstanding financial claims and paperwork, receipts, boarding cards etc should be submitted to Valerie Callanan as soon as possible for inclusion in JCN accounts.
6. Project workplan is on schedule with concrete and valuable outputs and findings available after each workshop.
7. Next Meeting at Schwerin in preparation for meeting



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