

JCN

MINUTES OF THE NATIONAL MEETING

Schwerin on 2nd April 2014

In preparation of the 4th Transnational Workshop



The JCN project has been funded with the financial support of the Criminal Justice Programme of the European Commission. These contents are the sole responsibility of the JCN project partner institutions and can in no way be taken to reflect the views of the European Commission.

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Agenda

1. Minutes of previous meeting
2. Preparation for Schwerin Workshop
3. Review of preparation for final conference
4. Workshop issues and programme
5. Financial claims and budget paperwork
6. Project workplan
7. Date of next meeting
8. 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. Presentations and project updates were made to service managers and management teams. Project information published on Probation Service website internal portal and internal newsletter.



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3. Promotional materials (project leaflets) and news items were widely distributed and circulated. Very positive responses so far, too early for confirmations.
4. Full team arrived for meeting in Schwerin. Discussion on best practice issues to be continued at the workshop. Possible speakers and themes for the final conference explored and will be discussed at partners meeting.
5. All financial claims and paperwork, receipts, boarding cards etc are needed by Valerie Callanan as soon as possible to complete JCN accounts. Team reminded to submit on return.
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

