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Enhancing Volunteer Awareness and education against Natural Disasters through E-learning - EVANDE

1st Management Meeting

Arenzano - Italy

5th – 6th March 2015

MINUTES

1. The 1st management meeting of EVANDE project took place at the headquarters of Beigua Parc at Arenzano, Genoa, Italy.
The participants were from all partners as well as staff and collaborators of Beigua park, that will be engaged in the project implementation. A list of participants follows at the end.
2. The meeting started according to agenda at 09:15 on **March 5, 2015**. Director of Beigua Dr Maurizio Burlando and project coordinator, Dr Charalampos Fassoulas welcomed participants and introduced each other.
Project Coordinator presented shortly the project, its main tasks and the expected outcomes as an introduction to meeting activities.
Then each partner presented in 10-15 minutes its organisation and activities related to civil protection.
3. After the coffee break, Dr Burlando presented shortly the European and Geoparks Networks, where Parc Del Beigua as well as Psiloritis Natural Park from Crete are members, and analysed the possibilities of spreading projects' outcomes and activities through the various tools of these networks, not only in European but also in Global level. Partners agreed that the international meetings organised by the networks annually, their webpage and the other dissemination tools can be used to disseminate EVANDE activities, as geoparks are closely related with local authorities and collaborate continuously with voluntary groups.
4. In the next presentation Dr Fassoulas was focused in presenting certain management and financial issues. He presented the main topics of the management plan, explained the internal monitoring process and the kind of information necessary for project reporting. Next management meeting was decided to take place, according to Project Working plan, in Concorci de la Ribera, Alzira/Valencia the last week of September 2015. Final dates will be fixed in the forthcoming week. Coordinator explained also financial issues and the templates to be used. It was agreed that partners may use the timesheet developed by the NHMC-Uni. of Crete as well as the detailed form to record their activities. Coordinator will share all necessary forms, time sheets and suggested per diem costs to be used during project implementation.



5. Coordinator presented after the working plan for the forthcoming period (till next project meeting), the priorities and the deadlines. The working plan (together with all meetings presentations) will be sent to all partners.
6. C. Voreadou together with Coordinator presented the Task B and the various actions that have to be implemented. It was stressed that the outcomes will be used for the further actions of Task C and the training activities of Task D.

After extensive discussion with all partners it was decided that for the various Natural disasters to be analysed, a common indexing, categorisation of topics of intervention and outcome presentation has to be defined. It was stressed by Prof Christodoulakis (TuC) that the data have to be easily identified by the search engines in order to be effective and useful. The type of outcomes, apart from the extensive reports, the Technical reports and the popular booklets, have to serve all e-learning and training needs. It was agreed to use the glossary the ECHO has developed and the categorisation of the UNISDR.

It was thus decided that an expert group for Task B has to be established immediately, to set the guidelines, the categorisation and the type of outcomes that will be presented under task. Each partner will have to nominate within forthcoming week one representative, which has to be an expert in natural disasters. However, it was proposed that partners should start immediately, identifying potential resources, libraries, projects and other cases to use to for the identification of best practices and data. Some good examples for natural (wild) fires were presented by Giuseppe Salvio, a member of Beigua Park council, for earthquakes by the EPPPO, and for the popular booklets by the SEE project undertaken by Villa Montesca and NHMC.

7. After lunch break Prof. Christodoulakis presented the MOLE platform that his laboratory has develop for the needs of e-learning and training of the Technical University of Crete, which will be used for the project activities. He analysed the features, capacities, requirements and potentialities of the platform and gave certain examples for its use.

The ideas of TuC for the development of the platform were also discussed. It was stressed that because the target groups will be of varying education and organisation levels, the platform should be user friendly, as simple as possible, and include courses both in local and English languages.

The importance of the sooner development of project's web page and the use of social networks was identified by the participants. TuC will try to develop the webpage much earlier than scheduled time and NHMC will also develop a FACEBOOK page for the project's activities, where all partners can contribute.

8. Coordinator presented finally the Task F and the dissemination actions that have to be undertaken. He explained the need of Dissemination plan and Sustainability plan and the individual actions that have to be implemented. He stressed the importance of dissemination and notification of EU support for the project activities. He urged also partners to identify and use all possible occasions and tools to disseminate project activities, like international days, local and international events.
9. At the end of meeting an extensive discussion took place on various issues that had been discussed during the meeting and certain clarifications were given on cost

attribution and recording, the templates and forms to be used and other operational issues.

10. A video interview was given to a local broadcasting channel by project Coordinator, the Director and the President of the Park (which can be found at <http://www.cronacheponentine.com/wordpress/video-arenzano-al-via-il-progetto-europeo-evande-per-formare-protezione-civile-e-volontari/>)
11. A common diner for all partners was organised for the evening.
12. On the morning of **the 6th of March 2015**, partners were guided by Mrs Claudia Scopesi, the director and rangers of the Park at Muvita Science center. Partners were informed about the flooding disasters occurred in recent years in the broader Liguria area and the town of Genova, the educational and awareness activities that have developed for the case together with their stakeholders, as well as for other natural and technological disasters that have happened in the region. The educational projects and activities of the Park were also analysed by the rangers, as well as their policies and strategies for raising awareness of local communities and support of local tourism.
13. Finally, short discussion between Coordinator and the partners took place at the nearby Park headquarters on certain issues like the organisation of next meeting with Concorci De La Ribera, the implementation of Task B by the EPPO, and the final details for the finalisation of meeting with Beigua.
The meeting was also evaluated using the sheets that were provided to all participants.
14. Meeting ended at noon with a group photo in front of Headquarters and then partners departed for home places, having expressed their sincere thanks to all Beigua Park people for the perfect organisational, the fantastic hospitality and friendship they experienced.

