



Project co funded by the EC
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*Enhancing Volunteer Awareness and education against Natural Disasters
through E-learning
(EVANDE)*

2nd Management Meeting

**Alzira, Spain
23-25/9/2015**

MINUTES

The 2nd project management meeting took place at the headquarters of Consorci de la Ribera in Alzira Spain. The participants were from all partners as well as staff and external collaborators of Consorci de la Ribera that are engaged in the project implementation. A list of participants follows at the end.

23/9/2015

The meeting started on Thursday 24/9/2015, according to the agenda. The director of the Consorci de la Ribera, **Mr. Juan Ignacio Barrachina Domenech**, welcomed participants and stressed the significance and the potential contribution of the project both at local and European levels. In continuance, the project coordinator Dr. Charalambos Fassoulas (NHMC) welcomed participants and introduced the agenda of the meeting.

Following this, **Dr. Charalambos Fassoulas (NHMC)** presented the review of the activities concluded by all partners. The review focused mainly on the activities and progress done under Task B, since this Task has been the most crucial for the production of the educational deliverables of the project within this period.

In the next presentation, **Ms Eleni Spyridaki (NHMC)** reviewed the reporting process and discussed with partners difficulties that have appeared during the internal reporting periods and the period in which the first technical report has been conducted. Individualized support to each partner was provided concerning the improvement of the evaluation tools' use and the right compilation of the evaluation forms.

In continuance, **Mr. Fabrizio Boldrini (CSFVM)** presented the results of the progress done under the Action A.6 (Preparation of the technical reports on natural disasters). The weak and strong points of the material produced have been presented and discussed with all partners. The results of the discussion in plenary can be summarized as follows:

- Villa Montesca has made an assessment on the data collected regarding the indexing and guidelines that have been decided. In certain cases data are missing and others need to be revised in order to present general information and not just related to particular areas. Due the high quality standards that have



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to be followed, it was agreed to reconsider text after receiving the analysis made by Montesca and improve them, especially in respect to Risk assessment, case studies, and best practices.

- A glossary of technical terms and a list of acronyms will be included in the reports.
- Partners will need to clarify and agree on certain technical terms they use in order to homogenize their use and avoid the different uses of the same term in the text. It was decided to use the UNISDR and EU Civil Protection terminology
- Links to video resources can be included because they are considered as additional educational inputs.
- Partners decided to produce e-books even if they are not included in the project deliverables in order to disseminate further the project results.
- External experts will be invited to revise the final texts produced to ensure the high scientific quality of the educational products.

Partners agreed on the timetable to follow till the end of October in order to finalize the project deliverables. Revised texts will be sent to CSFVM by all partners till mid-October in order to have the final versions of the technical reports by the end of October.

After the coffee-break, **Mrs. Polyxeni Arapi (TUC)** presented the project's website and capabilities. After the discussion in plenary, partners agreed to:

- upload the Spanish translation of the EVANDE newsletter to the website.
- translate the EVANDE newsletter also in Bulgarian and upload it in the website too.
- link the posts on recent news to the social networks (e.g. the facebook page that will be created soon).
- add video resources (e.g. through youtube channels) to enrich the content of the website and make it more attractive to the public.

Mrs. Polyxeni Arapi continued with a second presentation about the MOLE web-platform and the examples of mobile location-based educational games that can be used as a means of inspiration for the production of the project's mobile location-based game. The presentation of the MOLE web-platform included the presentation of potential services and tools that can be offered to users (both tutors and learners), including the annotation tools, the multimedia interactive tools among the tutors and the learners, etc.

The discussion in plenary concluded with the following commitments to be taken:

- two tutorials will be developed by TUC (for basic and experienced users)
- a revised layout of the platform will be added in its front page to make it more attractive to the public.
- five courses-seminars will be developed for Earthquakes, Floods, Forest fires, EU policies and EU Civil Protection mechanisms.
- a description of each didactic unit will be added in the platform.
- the structure of the didactic units will follow the index of the technical reports.
- the final structure of the web-platform will be defined after the testing stage.

Moreover, reflections on how to develop the self-assessment tool for the educational programmes were shared among the partners.



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The main consideration of all partners was how to reduce the risk that e-learning educational programmes and tools such as MOLE platform could face, that is the drop-off of users in the middle of the e-courses, the unfamiliarity of learners with the use of e-learning tools, the limited use of e-tools by the local authorities' staff, etc.

Solutions that were proposed in order to reduce these risks include:

- the creation of a user-friendly platform from the technical point of view;
- the development of physical meetings and supportive educational activities that could keep the interest of learners high;
- the obtaining of certificates of attendance recognized by the local authorities that could contribute to the formal recognition of the project's e-learning courses;
- the contribution of learners to the development of the educational content in order to make the platform more interactive and attractive and,
- the focusing on the European added value that the project's e-learning courses can provide to national learners.

Future steps for the development of the web-platform include the further development of the assignments, the organization of the testing activities and the development of the self-assessment tool.

At the end of the above presentations, a common dinner was organized for all partners.

In the afternoon session, **Ms. Polyxeni Arapi (TUC)** presented the operation of the web-platform. Technical and content-related aspects were presented and discussed by partners, including the registration process and the services available for each thematic course. The external experts **Mr. Moisès Belloch and Ms. Alba Díaz** that joined the meeting, after the invitation of the Spanish partner Consorci de la Ribera, suggested improvements to the structure and operation of the platform. Consorci de la Ribera will send a translated summary of these suggestions to all partners.

The conclusions of the discussions in plenary were the following:

- the project's website will be used as an entrance gate to the platform to maximize the potential number of web-platform's visitors.
- a video presentation on how to use the web-platform will be created by TUC.
- the development of the trainees' assignments will be developed till the next project meeting in Sofia, Bulgaria in spring 2016.

Following this session, **Dr. Fassoulas Charalampos (NHMC)**, presented the forthcoming training activities and educational tools. He stressed the importance of building strong contacts with volunteers and local authorities' staff involved in the civil protection sector in order for these activities to have a wider impact.

He encouraged the partners to take advantage of various occasions such as the International Day for Disaster Reduction 2015 promoted by the United Nations Office for Disaster Risk Reduction, in order to organize dissemination events.



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In continuance, **Ms. Spyridaki Eleni (NHMC)** reviewed the evaluation process followed and presented the evaluation tools and forms to be used according to the project's evaluation plan and the working timetable.

The evening session closed with the presentation of the implementation of the project's dissemination and sustainability plans, done by **Dr. Charalambos Fassoulas**.

24/9/2015

The second day, on 24/9/2015, the project meeting started with a short guided visit to the Town Hall of Valencia, according to the agenda. Partners were informed about the history of the town and the building and several current initiatives taken by the local authorities.

Following this, **Mr. Miguel Angel Belenguer**, Chief of the organization "Civil Protection Volunteers of Valencia", presented their main actions, organizational structure and training activities. He paid particular attention to the e-learning activities they organize and how these contribute to their wider aims.

In the next session, **Ms. Spiridaki Eleni (NHMC)**, presented the updated working timetable and summarized the steps to be followed in order to conclude with the project deliverables. Partners discussed and agreed on the proposed timetable to follow. In relation to the web-platform operation, it was agreed that the draft didactic material offered in the web-platform will be translated in the national languages to improve the testing results obtained by users that won't speaking English.

In continuance, **Dr. Fassoulas Charalampos (NHMC)**, presented an overview of the project's financial issues and the proposal of EPPO to organize more training activities in Greece. In order for this proposal to be realized, a request for an amendment of the grand agreement needs to be submitted to the EU. Partners agreed with EPPO's request and thus the NHMC, as coordinating organization, will proceed with the request for the amendment to EU.

Partners discussed about the possible days that the 3rd project meeting in Sofia, Bulgaria could be organized. Possible days were considered the 7th and 8th of April 2016. Partners committed to finalize the project dates soon.

Following this, Dr. Fassoulas Charalampos (NHMC), as project coordinator, had meetings with project staff about issues concerning the work of individual partners.

Finally, Dr. Fassoulas Charalampos (NHMC) thanked the hosting organization Consorci de la Ribera for the excellent organization and hospitality and the participants for their contributions. The meeting reached its end and partners had time for lunch and departure preparations.