

## Minutes from the Board meeting of ArcticSkills in Tornio, 12<sup>th</sup> of February 2020.

### Participants

#### From Finnmark

- Svein Tore Jakobsen, Chair of the Board ArcticSkills
- Øystein Hansen, Principal of the college of Kirkenes
- Robert H Flatli, PM ArcticSkills and OPPIFINN
- Trond Hansen, Consultant ArcticSkills

#### From Lappi

- Sanna Laihinen, Vocational college of Lappia
- Tiisu-Maria Näkkäläjärvi, Sami Educational Institute, Inari
- Taisto Arkko, Principal of REDU, Rovaniemi

#### From Murmansk

- Zubritskaya Elena, Specialist at the Ministry of Education and Sciences
- Rudnik Elena, Coordinator of ArcticSkills in Murmansk

#### From Norrbotten

- Peter Mariin, Headmaster of Tornedalsskolan,
- Leif Lahti, Principal of Utbildning Nord
- Katharina Lindberg, Principal of Gränsälvgymnasiet
- Krister Borg, Tornedalsskolan

Case #	Matters for discussion	Responsible
01/20	<p><b>WELCOME and minutes from last Board meeting and Work meeting in Murmansk.</b></p> <p>The Chairman opened the meeting.</p> <p>Minutes from the work meeting in Murmansk will be loaded down at our homepage <a href="http://www.arcticskills.com">www.arcticskills.com</a>. No other comments to the agenda or the minutes from last board meeting in Sept/19.</p>	Chairman/PM
02/20	<p><b>Kolarctic CBC Finacing &amp; Reporting sytem</b></p> <p>PM gave a brief update from this meeting in Roavaniemi where all partners were represented (regional coordinators).</p> <p>Establishment of this working groupe, plans for further meetings and plans in general you will in the activity planner.</p> <p>Next meeting between regional coordinators and LP will be carried out by Skape, ONE to ONE, in the end of February (for the Jan/Feb report). In the near future it will be established a "Sharepoint" for exchanging information in the reporting system.</p> <p>Alle members involved in ArcticSkills will be invited to "read rights" to PROMAS. PM will invite all members to PROMAS. Login procedure and password will be issued by e-mail.</p>	PM
03/20	<p><b>Budget ArcticSkills 2020</b></p> <p>Trond gave the Board information about the grant and the budget of AS 2020. contract</p> <p>Money transfere to the partners, according to the Grant contract, will be done after Øystein have signed the payment request and Account identification at Kolarctic office (on Thursday). Within the next 45 days the momey transfere should take place.</p>	Consultant, Trond
04/20	<p><b>AS 2020 – Preliminary plan for next year's tournament.</b></p> <p>A plan for the tournament was presented by UtbuildingNord, Leif Lahti. The Board was informed about the preliminary plan already in September board meeting.</p> <ul style="list-style-type: none"> <li>• accommodation capacity and plan.</li> <li>• locations for the opening and closing ceremonies. Competition arenas. (hotel, Folkets hus and UtbN locations).</li> <li>• The ArcticSkills tournament in 2020 will take place in the period of March 30<sup>th</sup> to April 1<sup>st</sup> 2020. Preliminary program:             <ol style="list-style-type: none"> <li>i. Monday March 30th, travel day and preparations for the competition at the competition sites. Opening Ceremony, all competitors, experts, staff, guests and the Board members are invited.</li> </ol> </li> </ul>	Utbuilding Nord, Leif Lahti



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	<p>ii. Tuesday March 31<sup>st</sup>, Competition, full day. Closing ceremony and banquet, all competitors, experts, staff, guests and the Board members are invited.</p> <p>iii. Wednesday April 1<sup>st</sup>, Travel day</p> <p>Questions were asked about administrative matters and details. PM will bring it to internal discussion and decision. Leif will be notified ASAP.</p> <p>Invitations? Media/Press conference? Use of logos? Seminar? Opening Ceremonies? Speakers? Head judges? Make a Committee for representatives from the Board</p> <p>Question about materials to the Photo demonstration was asked to the RU side who are responsible for the demonstration. Elena will send a detail list of what kind of equipment needed for this demonstration to Leif.</p> <p>List of participants, experts and delegations and other needs have to be sent to Leif within: <b>February 18<sup>th</sup> 2020</b>. Leif will, based on the lists, make a plan for accommodation, transport if needed (local) etc.</p>	
05/20	<p><b>Exchange of AS participants and experts</b> The Board was divided in two groups discussing this matter.</p> <ol style="list-style-type: none"> <li>1. Is it possible to create student/expert exchanges between our countries? What is important for success?</li> <li>2. Do you have any views on possible ways to implement expert exchange.</li> <li>3. In what subjects?</li> <li>4. How many days?</li> </ol> <p>What is the best period for exchanges?</p> <p><b>Inputs/Conclusion</b> <b>Groupe I</b> Exchange in private companies Teamwork, Welders to NO in ONE groupe, Network. Partners . Framework before we meet Companies. Money, program etc.</p>	Chairman, consultant



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	<p>Success criteria. Goal/purpose of the exchange. Must be clear (task for the Board)</p> <p>One to two weeks to settle the exchange.</p> <p>AS winners/finalists are not in schools in the Autumn</p> <p><b>Groupe II</b></p> <p>See Sanna's notes:</p> <p>Planning</p> <p>Interpreters</p> <p>Leave from studies</p> <p>Age</p> <p>Timing/insurance</p> <p>How many students?</p> <p>Group exchange</p> <p>Finalists or 2nd to exchange (due to study/army etc.)</p> <p>Rules and regulations, health</p> <p>Duration one/two weeks</p> <p>Before or after AS. After AS they are not in school in the Autumn.</p> <p>Learn to walk before we can run.</p> <p>Start in small scale, Experience for the future. Full scale.....</p> <p>Local regulations. No payments to companies</p> <p><i>Discuss the future model in Övertorneå in MARCH. Choose a few competences for the first exchange.</i></p>	
06/20	<p><b>Activity planner and meeting structure</b></p> <p>PM referred to the drafted Activity planner. The Activity planner will be downloaded to our homepage.</p> <p>Chain of Command: Partner – LP – MA visa versa</p>	PM
07/20	<p><b>Visibility and Communication plan</b></p> <p>Trond gave a brief update on the communication plan. It will be downloaded to the website and PROMAS.</p>	Consultant
08/20	<p><b>Evaluation and monitoring plan</b></p> <p>Trond gave a brief update on the evaluation and monitoring plan. They will be downloaded to the website and PROMAS.</p>	Consultant
09/20	<p><b>Sum up and schedule for the next Board meeting</b></p> <p>Next board meeting will take place in Övertorneå.</p>	Chairman