

**Minutes of the 11th Steering Committee Meeting of
Cooperation Program of the Barents Euro-Arctic Council
Children and Youth at Risk 2008 - 2015**

November 26th 2013

Beginning: 10.00

Ending: 17.00

Venue: Gaidara str. 4, building 1, 3rd floor, conference hall, Arkhangelsk, Russia

Attendees:

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| Pål Christian Bergstrøm | Chair of the Steering Committee of the Programme “Children and youth at risk in the Barents region” Director General, the Regional Office for Children, Youth and Family Affairs in Northern Norway |
| Elena Krasovskaya | Deputy Chair of the Steering Committee of the CYAR programme Deputy Chair of the Commission for the affairs of minors and protection of their rights under Murmansk Regional Government, Chief Specialist of the Division for cooperation with law-enforcement authorities and departments of the Ministry of Defense of the Russian Federation, Committee for population safety of Murmansk Region |
| Marina Zyryanova – via Skype | Coordinator of the CYAR programme Project manager, Department of international relations in the Barents region, the Regional Office for Children, Youth and Family Affairs in Northern Norway |
| Roman Koposov | Senior advisor, Department of international relations in the Barents region, the Regional Office for Children, Youth and Family Affairs in Northern Norway |
| Elena Dunaeva | Advisor to the Deputy Governor of Arkhangelsk region on social issues |
| Ilya Semiashkin | Head of the Agency for social development of the Komi Republic |
| Svetlana Antokhina – via Skype | Deputy Minister for healthcare and social development of the Republic of Karelia |
| Mervi Heikkinen | Authorized representative of Vappu Sunnari (University of Oulu, Finland) |
| Anna Studentsova | University of Oulu, Finland |
| Andrey Shalyov | Director of The Barents Secretariat Office in Russia (Arkhangelsk) |
| Anna Petrova | Coordinator, employee of The Barents Secretariat Office in Russia (Arkhangelsk) |

Absentees:

Margaretha Hägglund Regional development leader for social work with children and youth in Västerbotten, Sweden

Jenni Laiti Representative of the indigenous people

1. Greeting. Opening of the meeting – Chairman of the CYAR Steering Committee.

Chairman of the SC and Elena Dunaeva greeted the participants of the meeting and emphasized the fact that 2 participants are present virtually, via Skype, and that is important because of great distances.

2. Introduction of the participants.

There are new participants at the meeting. The list of participants is attached.

3. Adoption of the agenda.

P.C. Bergstrøm read the agenda. The agenda was adopted unanimously.

E. Dunaeva: the presentation - «Arkhangelsk Region – the territory for investments».

P.C. Bergstrøm marked similar demographical tendencies, characteristic of all the northern territories.

4. Adoption of the minutes of the 10th SC meeting dated June 4th 2013 in Luleå, Sweden.

Adopted unanimously.

5. Status Report for 2013 – Chair

P.C. Bergstrøm presented a report on the CYAR programme for the 2nd half of 2013. The plan was approved by the SC at the latest SC meeting. The presentation is attached.

a. News from the Joint Working Group on Health and Related Social Issues (JWGHS)

JWGHS meeting took place in Petrozavodsk on November 6th, but, unfortunately, nobody from JWGHS secretariat was able to participate due heavy workload. CYAR Secretariat has prepared and sent an activity report for 2013.

a. Status of activities in 2013.

- i. Presentation of **professor Willy-Tore Mørch** about programme implementation in Russia, about implementation problems and their solving.

There were presented data about 35 centers in North-West Russia where programme implementation is on the way and the results of the research on evaluating programme effectiveness. It was noted that the next stage will be programme implementation in new institutions in the regions participating in CYAR and training of mentors. That's why a plan for training of new mentors is needed.

Mervi Heikkinen: How long did work with parents last? How easy was it to involve parents into the programme?

Willy-Tore Mørch: Duration of the programme is 12 weeks, 2 hours a week. There are used videos – short films about relations between children and parents. When parents see that the programme helps, they find time.

Roman Kopusov: The programme is demanded. A lot of families would like to participate. The problem consists not in lack of families but in lack of trainers. For example, in Komi the queue for participation is 3 months.

P.C. Bergstrøm thanked professor Mørch for the presentation and presented the following system, the competence pyramid.

Level 1: Specialists working in special institutions (CYAR – 35 institutions, 4 regions, 120 group leaders).

Level 2: Mentors who can teach other specialists to become trainers and consult (CYAR – 1 mentor for 4 regions).

Level 3: The top of the pyramid – trainers, such specialists as Willy-Tore.

The main problem: it is necessary to train more mentors; i.e. out of specialists already working with IY (group leaders) it should be chosen the best ones - **3 from each region** - and trained.

Selection criteria: professional skills, so that a person continues to work with it in future, English language skills will be an advantage. However, it is not the key factor.

Responsible for the selection – members of the Steering Committee.

P. Kopusov: Mentor Elena Vorobyeva has already provided preliminary information about possible candidates; however, the final decision is to be taken by the regions themselves. The information will be sent to the SC members.

b. The financial management – Andrey Shalyov, Director of The Barents Secretariat Office in Russia (Arkhangelsk)

Andrey Shalyov: We have been working with projects for many years. We implement 50-60 projects a year. We are glad to participate in the project «Children and Youth at Risk in the Barents Region» as a financial agent. Anna Petrova will be a contact person.

We have opened a bank account and are waiting for signing the Cooperation Agreement with Arkhangelsk Region and the Republic of Karelia. We also cooperate with an auditing company. Nearly everything is ready.

M. Zyryanova thanked The Barents Secretariat for support and readiness for cooperation. There was proposed the following mechanism of event financing: the funds are transferred to the account of The Barents Secretariat Office in Arkhangelsk. Before conducting every event the organizers (local coordinators) prepare the budget and submit it to CYAR Secretariat for approval. After the approval, the budget is sent to The Barents Secretariat (to Anna Petrova) in order to transfer the money to local coordinators. Report documents are submitted by coordinators to The Barents Secretariat. The Barents Secretariat makes reports (as required by Bufetat as a Leading partner) and delivers them to Bufetat.

R. Koposov: The funds will be transferred to those institutions where the event will be held.

E. Krasovskaya: Will the tax be charged from this sum?

M. Zyryanova: We cannot answer this question, because it should be solved with the tax office and accountants in Russia. However, the tax is not imposed on this money in Norway.

A. Shalyov: I do not know the cases when grants were taxed. The Barents Region grants are not imposed to tax.

P.C. Bergstrøm: That's why we say that The Barents Secretariat is very important in order to solve such issues.

I. Semyashkin: If there is no profit, no tax is to be paid. There should be the budget and the agreement.

Lunch

ii. Anna Studentsova - "From Violence to Caring: 8-week Basic and 12-week Continuing Courses in Russian".

There was presented the programme and experience of its conducting with participation of specialists from the regions participating in CYAR. The presentation is attached. So far there have been received 106 applications that allows prolonging courses in the spring semester.

M. Zyryanova: Were there any technical difficulties that did not allow someone to take part?

A. Studentsova: There were problems with video connection; there were difficulties, but they were solved quickly.

P.C. Bergstrøm: Where do the trained specialists work?

A. Studentsova: In social institutions.

P.C. Bergstrøm: «From Theory to Practice» is one of the modules. Are there any events after the course? How do you come to practice? Do you evaluate the results?

A. Studentsova: Yes. The participants fill in a special journal. It is evaluated later. Review form is also filled in, however, not everybody has provided the results after the latest courses, as they finished not long ago. The 5th module will take place in February. It is supposed that the specialists will create a cooperation system in the region.

P.C. Bergstrøm: At some stage it will be necessary to organize a feedback system for the CYAR Steering Committee.

M. Heikkinen: What about the previous courses in Finnish and English, the specialists provided evaluation at the end of the course on a systematic basis. For data collection Internet could be used so that we can gather everything online and it will be possible to trace feedbacks and the results after several months.

P.C. Bergstrøm: This information may be very interesting for the SC members. It should be **included in the agenda of the next SC meeting.**

c. Kolarctic Internal Project Qualitative Monitoring

- i. **Visibility plan and plan for dissemination of the project for 2014.**
- ii. **Plan for the project closure: pointing out a contact person, the closing conference**

M. Zyryanova (presentation) presented the results of Kolarctic Internal Project Qualitative Monitoring. According to the results of this monitoring the following instructions were given: visibility plan of the project, risk management plan, project closure plan

Visibility plan of the project

The main goals are to inform the public about the history and the results of the project, as well as about the fact that the European Union (EU) finances the project.

The objectives are to inform the public about the history and the results of project's influence, to disseminate the results of the project, to transfer the knowledge received, to increase public awareness about the project, to attract people from target groups.

SC members got the pattern of the visibility plan, including the table for special events. The term for information providing is January 26th 2014.

Risk management plan:

The goal is to determine possible risks, to take measures to minimize consequences for project implementation and risks themselves.

Here are some examples of the risk factors we face:

Risk: Personnel turnover in Komi. People leave the Republic.

Measures to decrease consequences for the project: To train more specialists in CYAR programmes, to strengthen institutions where the programmes are used.

Risk: There is no succession between coordinators.

Measures to decrease consequences for the project: ?

Risk: Lack of resources, personnel

Measures to decrease consequences for the project: ?

Project closure plan

Every partner appoints a contact person for the Leading partner of the project and after the end of the project period. The term of providing information about contact people is January 26th 2014.

E. Dunaeva: Can a contact person be not a member of the Steering Committee?

M. Zyryanova: It is logical, that a contact person will be a member of the Steering Committee. However, if a person changes the job, there should be succession.

The closing conference.

CYAR project finishes 31.12.2014. The last SC meeting in this project period will take place in November 2014 in Norway. Planning of the conference should start now as it takes much time to prepare such events.

Suggestion: approve **conference organizing committee that will be able to start work together and coordinate this event.**

Decided: Marina Zyryanova will head the working group on organizing the closing conference. All the **SC members** are going to participate in conference organizing. The conference will take place in November 2014 in Norway. It is suggested to hold the conference in Oslo because of easier logistics.

6. **CYAR activity plan for the 1st half of 2014 – proposal from the Secretariat**
 - a. **Project implementation plan for the 1st half of 2014. Discussion and detailed planning**

b.

M. Zyryanova presented CYAR Secretariat's proposal for Period 2 01.10.2013 – 30.09.2014 (the presentation is attached)

Secretariat's proposal: In period 2 it is planned to hold a training course within the Incredible Years programme in Karelia. It is supposed that Interregional methodology center will be responsible. The CYAR project is going to provide methodological materials, but the rest of the organization will be performed by Karelia.

S. Antokhina: Can we count on financing of travel and accommodation costs for specialists from the republic to participate in the seminar?

Secretariat: As a rule, such costs are not covered. However, we suggest making a budget and submit to CYAR Secretariat for approval.

«Family Group Conferences» - application from University of Oulu for the training course. Earlier it was mentioned spring 2014; it was decided to consider the possibility to put it off to autumn 2014.

«What About Us?»: there were planned 3 courses and 3 follow-ups in Period 2, however, one of the trainers is ill at the moment. The second trainer believes that she needs colleague's assistance, and it is hard to accomplish this task alone.

«ART»

S. Antokhina: Why won't there be a seminar in Karelia?

M. Zyryanova: there were trained 6 master-trainers in Karelia. The priority now is to train master-trainers in other regions.

Break

The activity plan for the 1st half of 2014 was approved unanimously. It will be attached to the minutes and sent out to all the SC members.

At the closing conference in November 2014 there will be presented a general review of the activity plan and the budget.

c. CYAR programmes licensing in Russia

R. Kopusov covered the problems connected with further use of CYAR programmes, after the end of the project period. In order to be used legally in the RF they should be reviewed by Russian experts, as well as either patented or licensed. Now it concerns mainly educational institutions. Probably, it will also affect social institutions. Interregional methodological center in Karelia gathers information necessary for programme reviewing.

I. Semyashkin proposes to register it not as a programme but as a **social technology**. In this case the license is not required. It will be relevant at the end of the year, when there will be adopted a law «about social support of population».

S. Antokhina: Licensing and standardization of social technologies is necessary.

5(b). CYAR I evaluation results

P.C. Bergström presented the results of CYAR I evaluation - positive. SC members got an extract from the report beforehand. The main positive things: the programme has been integrated in the activity of various institutions and organizations, secured on municipal and regional levels. The success factor is a long-term cooperation. One of the problems is constant personnel turnover. There was received a recommendation to enforce cooperation with non-profit governmental organizations.

7. Information from regional representatives – actual news, news about the activity and cooperation prospects in the sphere of children and youth at risk.

Regional reports were presented to the CYAR Secretariat, were translated and are attached to the minutes of the SC meeting. Regional representatives presented short reviews of the most important issues.

I. Semyashkin: During the latest SC meeting it was mentioned that in Norway orphanages are divided on the basis of problems with pupil's behavior. What are the results? Probably, Russia comes to the same system.

P.C. Bergstrøm: The work has been conducted during 1 year, we are dealing with working-out of standards, how to work with every target-group. We also try to evaluate every of such institutions. On the national level Willy-Tore Mørch is responsible for evaluating such institutions. The evaluation will be ready in January; we will be able to send it for information.

7. Planning of the next SC meeting and CYAR seminar – proposal from the Chair.

Proposal from the Chair – to hold the next SC meeting in Syktyvkar, preliminary during *the first week of June 2014*.

Decided: to determine the dates of the 12th SC meeting before December 25th 2013.

8. Closing of the meeting.

Approved:

By January 26th 2014 submit to CYAR Secretariat:

- visibility plan according to the form
- risk management plan (two columns – factors and their minimization)
- candidates to become mentors of the Incredible Years: 3 from every region

P.C. Bergstrøm: We plan to continue collaboration in the framework of the Baltic programme.

M. Heikkinen proposed to invite representatives of the Council of the Baltic Sea States (CBSS) to participate in the final meeting in Oslo.

The chairman marked the innovativeness of the meeting with the use of Skype software, thanked everybody for participation and closed the meeting.

Arkhangelsk, 26.11.13