

NI Region Interim Management Board Meeting Minutes

Meeting Date		Venue	
27 November 2008		CIEH NI, 123 York Street, Belfast BT15 1AB	
In attendance			
P Thompson (PT chair)	S Cooper (SC)	J Parkinson (JP)	D Kennedy (DK)
S Martin (SM)	B Heywood (BH)	G Tierney (GT)	L Andrade (LA)
S McCullough (SMc)	M Jennings (MJ)		
Apologies			
S Toland (ST)	G McFarlane (GMCF)	J Corey(JC)	N Convery (NC)
D Allen (DA)	N McMahon (NMc)	C Treche (CT)	
		Action	By date
2	Declarations of interest		
	1.1 No declarations of interest.		
3	Minutes		
	2.1 Previous minutes were approved and posted on website. Proposed by PT and seconded GT		DD 01.12.08
4	Matters arising		
	Previous matters arising from 29.09.08 dealt with and agreed.		
	5.2	SC confirmed that Morris McAllister has accepted role of President for CIEH NIR.	SC
	6.8	To be discussed under agenda item eight	
	7.3	SC confirmed that EHOA conference for 2009 will be one day event and overnight stay, a further meeting to be arranged with EHOA to further develop	SC asap
	7.4	GMcF to draft a paper on future conference from 2010 onwards.	GMcF asap
	13.3	To be discussed under agenda item nine.	
	Ad hoc presentation by U Walsh		
	<p>UW presented UUJ MSC EH Management and Practice course to meeting</p> <p>BH requested that UW check that Loughery Food College can be accredited for this course.</p> <p>BH queried timing of running course given RPA and funding.</p> <p>DK requested additional modules: industrial planning/pollution and financial management.</p> <p>UW thanked everyone for their contribution and handed out slides.</p> <p>Comments etc for consultation process to M Vaganay m.vaganay@ulster.ac.uk by 05.01.09</p> <p>Article to appear in next Newsletter</p>		M Vaganay 05.01.09

5	Programme 2009		
	5.1 Training programme for 2009 in place to be circulated to members by 10 December and put in next newsletter.	DD	10.12.08
	5.2 BH/MJ/JP/SC/GMcF to set up meeting in January 2009 to discuss 'Six Pack' training in 2010 onwards. (Six pack training is low cost training currently used in Wales).	SC	19.12.08
	5.3 SC outlined members events for 2009		
	5.4 SC to set up meeting with Faculty of PH to co-ordinate joint meeting on 2 June 2009 on Emergency Planning.	DD	asap
	5.5 DD to contact G Telfer for form of words on Call for APD Assessors – article for Newsletter		asap
	5.6 SC to organise bookmarker to go out with Newsletter.		asap
	5.7 MJ requested FAS calendar to be included in January post out with FSA meeting costs of postage.	DD	asap
7	Business Plan 210		
	7.1 Budget submitted to CIEH missed deadline due to complications with spreadsheet		
	7.2 SM confirmed that funding is year approximately 3.5K		
	7.3 SC informed the meeting for the need to forward plan for 2010 and 2011 areas that will require future funding and asked for an exchange of ideas for the next meeting.	All	06.12.09
8	NIR questionnaire on training		
	8.1 Questionnaire posted on website and members informed of same in newsletter. To date no member has completed questionnaire. SC requested that communications officer at CIEH complete a straw poll of members on questionnaire by 12.12.09	HG	12.12.09
9	Michael Cole award and others		
	9.1 MC award one nomination from Southern Group yet to be named and presentation to be made on 19 June 2009.	DD	30.06.08
	9.2 David Montgomery award to Joanne Grimley on 9 December 2009	SC	05.04.08
	9.2 Peter Kerr Graduate of the Year – article required in the Newsletter.		
10	AOB		
	10.1 Dates for next meeting s2009 6 January 2009 21 April 2009 11 August 2009 10 November 2009 All at 10.30	Ongoing	

10	AOB continued.		
	<p>10.2 CT resigned her post and thanked the meeting for her time with the board.</p> <p>The board noted that there will still 3 vacancies and Secretary to notify the members to see if any nominations are forthcoming.</p> <p>CIEH road show took place on 26 November 2008 atr CBC and SC confirmed a good turn out for membership</p>	SC	asap
14	Date of next meeting		
	14.1 6 January 2009 at CIEH offices at 10.30 hrs.		