

KA2 PROJECT – Raising the digital literacy of professionals to address inequalities and exclusion of LGBTQI community (RAINBO)

15th of September 2021: Meeting Via Zoom (10am UK Time)

Minutes of Meeting and Actions

Attendees:

Mike Tan (MT): CCW Training Academy
 Harri Shuffley (HS): CCW Training Academy
 Lloyd Tan (LT): CCW Training Academy
 Joana Silva (JS): SPEL
 Rita Ferreira (RF): SPEL
 Peter Dankmeijer (PD): GALE
 Ester Kalogeroudi (EK): Novel Group
 Violetta (V): Novel Group
 Thanos Theofilopoulos (TT): Symplexis
 Konstantinos (K): Symplexis
 Sotiris Themistokleous (ST): HIP (Did not attend)
 Victoria Topalidi (VT): AKMI (Did not attend)

Time of Zoom Meeting: (10:00 am – 10:45 am)

Description	To be action by:	Comment
Welcome CCW welcomed the progress meeting, and updated on project. Went through the actions of previous meeting and comments.	All	No action required
COVID COVID-19 was discussed, how each country was fairing and the likelihood to have face to face meetings, discussions and interviews for the project.	None	No action required (On-going)
IO1 All partners are to start the interviews (7-10 professionals and 7-10 LGBT individuals) and the surveys (50 surveys total). Peter of GALE is to amend and allow editing ability to the Google Forms Surveys for all organisations. All partners should read through the research document created by GALE and Symplexis to gain a greater understanding of what needs to be done for IO1. It	All Symplexis / GALE All	IO1 Works To action

contains templates for certain documents which will need to be filled for interviews etc.		Read through document
SLACK + Google Drive All Partners should have access to both SLACK and Google Drive. If they do not, they should contact Harri@CareerChangeWales.co.uk as soon as possible to gain access.	All	Up-date by all partners
Report Peter/GALE should write a report in the coming weeks from the research including the U.N Report.	GALE	To action
Any other business: No other business	No	No
Next meeting date will be (Tuesday), 16th of November 10:00AM UK Time.	None	None

Prepared by: Harri Shuffley: 16th of September 2021

Checked by: Mike Tan : 17th of September 2021