

Wexford Public Participation Network (PPN)
DRAFT Minutes of Meeting of the Secretariat
Monday 19 July 2021 at 11.30am using zoom

In Attendance:

Bernard O’Leary, (BOL), Facilitator
Noel Stacey, (NS)
Kevin Molloy, (KM)
Ann Lacey, (AL)
Jonathan King, (JK)
Dearbhla Ní Laighin, (DNL)

Enniscorthy Municipal District rep.
Social Inclusion rep
Gorey Municipal District rep
New Ross Municipal District rep
Community & Voluntary rep.
PPN resource worker

1. Apologies:

John Carr, (JC)

Wexford Municipal District rep. joined 11.50am

2. Selection of Staff Liaison Committee

It was proposed that Human Resources & Management training be made available and offered to all secretariat members, so those who complete the training form the Staff Liaison Committee. It was decided to organise training to be provided asap after 13 September election of new Secretariat members, i.e., training w/c 20 September. Proposed BO’L, seconded JK.

JC reported that DRCD are arranging online HR training for Secretariat members shortly, date TBC. JC & DNL to liaise re. organising training. **Action:** JC & DNL

3. Fix dates for plenary meeting and 2nd round of MD meetings

Min. two MD meetings annually (*p. 193, PPN handbook*). October is a good time to introduce new Secretariat members and emphasize re-registration. The following dates were decided upon:

MD meetings:

- Monday 4 October at 7.30pm on zoom: New Ross MD
- Tuesday 5 October at 7.30pm on zoom: Rosslare MD
- Monday 11 October at 7.30pm on zoom: Gorey-Kilmuckridge MD
- Tuesday 12 October at 7.30pm on zoom: Enniscorthy MD
- Monday 18 October at 7.30pm on zoom: Wexford MD

Notice of Plenary & Re-Registration deadline: Monday 18 October. *PPN handbook, p. 113: “Notice of Plenary Sessions shall be circulated to all members not less than one month prior to the date of such Session.”*

Re-registration deadline: Friday 29 October 2021 at 5pm

Plenary meeting: Thursday 18 November, in the evening, on zoom.

It was discussed to have break-out rooms on Zoom for round table discussions and to showcase videos before the plenary proper starts. JC to obtain quote and engage Alan Hennessy for zoom moderation for the plenary from 6.30-9.30pm. **Action:** JC

A.O.B:

The Nomination Form was discussed. It was suggested that Appendix 5 sample Nomination Form from the PPN handbook be used, and accompanied with the text from section 5 of the handbook, pp. 40-50.

14. Date of Next Meeting:

Monday 13 September at 10.00am on zoom