# C:\Users\Leo\AppData\Local\Microsoft\Windows\INetCacheContent.Word\Logo EAPN.JPG

# Bureau meeting 4 July 2017

**Overview of decisions taken and action points**

**Decisions**

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| D1. We will hire someone external, for 2.5 – 3 days a week (depending on precise funds available, salary etc), to support on the PeP. It shouldn’t be someone who is already working or attached with EAPN. Should be on the PeP, not MD.  |
| D2. We will make EC understand that this meeting needs staff to work on this throughout the year, and we will thus discuss whether we can prioritize in our existing agreements.  |
| D3. The Bureau agrees on the proposed salary grid, which should come into play on 5 July 2017.  |
| D4. EAPN should not be giving networks money if they are not doing the work for which the money is allocated |
| D5. This decision will stand as of 2017, on the understanding that we make members aware of what is happening and why. |
| D6. This needs to be made even more explicit in future contracts |
| D7. EAPN Europe will support the request of EAPN Italy (press release on migration) |
| D8. EAPN Italy will be asked to provide the draft press release |
| D9. Sergio will lead on this for the Bureau, with an aim of finalizing in time to allow EAPN Spain to use on Thursday |

 **Action points**

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| **Action point** | **Responsible** | **Deadline** | **Status** |
| A1. Create job description and start process (PeP Support Officer role) | Leo | ASAP | Done |
| A2. Discuss with staff team (PeP Support Officer role) | Leo | ASAP | Done |
| A3. Write a background note explaining how this came about (for historical records) (revised salary grid) | Leo | End July | Not done |
| A4. Write an email to members about this (contracts, and the decision to not pay members if they do not deliver on the work agreed in the contracts) | Leo and Bureau | End July | Not done |
| A5. Highlight at Ex Co meeting (contracts decision, as in A4) | Leo and Bureau | October | Not done |
| A6. Make contracts more explicit | Philippe | October | Not done |
| A7. Discuss how to improve gathering info with Policy Team | Leo | September  | Not done |
| A8. Contact EAPN Italy (migration press release) | Sergio | 4 July | Done |
| A9. Finalise press release | EAPN Italy, Sergio, Bureau, staff | 5 July | Done |
| A10. Highlight on website, social media etc | Claudia | 6 July | Done |
| A11. Use statement | Members | 6 July  | Done – we know that Serbai, Romania and Portugal used it. |