

MINUTES

of the fifth Steering Group meeting of the QUICK project on
28.02.2012 at 09:00 in the Chamber of Handicrafts Gdańsk
(Pomorska Izba Rzemieślnicza Małych i Średnich Przedsiębiorstw)
ul. Piwna 1/2, 80-831 Gdańsk

The participants are (see also the attached list):

Partner 5 „Chamber Schwerin“: Kathrin Fügel
Partner 8 „Chamber Gdansk“: Dariusz Gobis, Małgorzata Falkowska
Partner 19 „Vilnius Chamber“: Vaclovas Kontrauskas und Borisas Zaubidovas
Partner 22 „Minsk Department“: missing
Partner 27 „Berufsakademie“: Dr. Joachim von Kiedrowski
Partner 37 „Marshalls Office Pomerania“: Izabella Murawska
Partner 1 „Hanse-Parlament“: Lucyna Döding + Dr. Jürgen Hogeforster

TOP 1: Welcome

Dr. J. Hogeforster welcomes the participants and presents the Agenda.

TOP 2: Presentation and discussion on the financial and content-related results of the fourth QUICK report

From MS 1 reports from all partners are available; from MS 2 still 3 reports missing. From MS 3 8 reports are missing and as for current day for MS 4 15 reports are available (from 39 partners). The submitting deadline for the overall progress report MS 4 is 01.03.2012, but the Lead Partner will ask the JTS for prolongation in order to include more partner reports. The most problems with financial issues are in countries with centralized FLC system, mainly in Poland.

TOP 3: Presentation of achieved results and appointment of further works until project end

a) Discussion on realised activities, outputs and results

All planned activities, outputs and results could be realized, some were preponed and some postponed due to a smooth run of the project.

b) Discussion on open activities, outputs and results

All open activities, outputs and results will be realized until the end of the project.

c) Discussion on additional activities, outputs and results

The following additional activities were realized:

- SME survey on innovation demand
- Two additional meetings of the Baltic Sea Academy
- Conference in Panevezys: increasing the attractiveness of vocational training in Panevezys
- Conference on Education in Gdansk
- Energy Seminar in Warsaw
- TV programme in Poland
- additional publications (press + books)

d) Discussion and decision about the works until December 2012

All open activities, outputs and results will be realized until the end of the project.

TOP 4: New budget

Lead Partner will submit a request for changes in the budget for some of the partners. Some partners took over more works and therefore need higher budget, while other would like to decrease their budgets. The budget change will be discussed with all partners bilaterally.



HANSE-PARLAMENT

TOP 5: Preparation to the Hanseatic Conference 2012

The Hanseatic Conference will take place in Hamburg on 14.-16.05.2012 with the topic „Innovation promotion and innovation strategies in regional policies around the Mare Balticum“ Over 50 speakers have submitted their abstracts. The Lead Partner has invited approx.15 of them to the Conference. The speakers come from Germany, Poland, Lithuania, Latvia, Finland, Denmark, Russia and Belarus. The participants of the Conference are scientists, politicians, representatives of administration and SMEs. The results of the Conference will be included in the Strategy Programm which is currently under development by project partner Baltic Institute of Finland.

The programme of the Conference will be send out to Partners in the beginning of March.

TOP 6: New project

The following projects are currently under realization with participation of the Hanseatic Parliament:

a) Corporate Social Responsibility for SMEs

Development of a CSR further education course, practical tests (in Hamburg + Lodz) and transfer also to all QUICK partners.

Partner in the CSR project: Hanse-Parlament, Berufsakademie Hamburg, HWK Bialystok, HWK Lodz, Hungarian Association of Craftmens Corporations, Norwegian Federation SMEs, University Lund

Time: 1.10.2011 – 30.9.2013

Kick-off-meeting: in November 2011 in Warsaw

b) Innovative SMEs by Gender and Age (QUICK IGA)

Fostering innovations in SME by higher participation of women and elderly, transfer of best practices from north to south, broad dissemination of the results in the whole Baltic Sea Region

Partner: Hanse-Parlament, HWK Schwerin, HWWI, IHK Minsk, Lithuanian University of Educational Sciences, State Education Centre Latvia, Arbeit + Zukunft Hamburg, Satakunta University, IHK Brest, Gdansk University of Technology, Norden Association, Nordic Foundation of Crafts, University Bialystok (Foundation on Human Resources)

Timeframe: 1.11.2011 – 30.7.2014, Kick-off-meeting: 18.11.2011 in Warsaw

c) Job market innovations – testing and implementation of new methods of the promotion the employment in the niching, perishing and little popular occupations

Lead Partner is Białostocka Fundacja Kształcenia Kadr; Hanse-Parlament is project partner.

Kick-off-workshop in Cottbus on 23.9.2011

d) Hanseatic Tradition for VET: Mobility Strategies for Promoting Entrepreneurship Skills of VET Students (HansaVET)

Lead Partner is Valsts izglītības saturs centrs (VISC); Hanse-Parlament is PP

Project within the LdV Inno-Transfer programme.

Kick-off-meeting on 1. + 2.12. in Stockholm

TOP 7: Miscellaneous

Important events in this milestone:

- 28.2.12 meeting working groups WP 4 + WP 7 in Gdansk
 - 12. – 13.3.12 workshop „Waste management“ in Minsk
 - 22.3.12 workshop „Project work“ in Gdansk
 - 23.3.12 meeting working group WP 3 in Gdansk
 - 14. – 16.5.12 Hanseatic Conference „Regional Development“ in Hamburg
- No need for further discussion. The next meeting of the Steering group will take place in November in Brussels.

For the minutes: Lucyna Döding

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Project name: **BSR QUICK**



LIST OF PARTICIPANTS
of the Meeting of the Steering Group on 27.02.2012
in Gdańsk/Poland

Name of the responsible project partner organisation: **HANSEATIC PARLIAMENT**

No	Name of Participant	Participant's Organisation (Name and address)	Participant's Signature
1.	Ermano Dedejs	Hanse - Parlament	E. Dedejs
2.	Margonata Falkowska	Pomorskie Izba Rzemieślniczo MSP	M. Falkowska
3.	Jürgen Hopfner	Hanse - Parlament	J. Hopfner
4.	Nadezda Kostina	Nilans IHK	N. Kostina
5.	Lomyala Ghentia	Vilnius Gediminas techninis universitetas	L. Ghentia
6.	Boriss Zepelovs	Vilnius CEIC	B. Zepelovs
7.	Ynabela Mirotta - Murawska	Ungd Marknätverksförh. Pomorskiego	Y. Mirotta



No	Name of Participant	Participant's Organisation (Name and address)	Participant's Signature
8.	DARIUSZ GOBIS	Pomorsko Gzbo Przemyslowno MSP	D. GOBIS
9.	Joachim von Kiedrowski	BERUFSAKADEMIE HAMBURG	J. Kiedr.
10.	Kathrin Fögel	Handwerkskammer Schwenn	K. Fögel
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