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1st Transnational project meeting

Meeting minutes

Epik Sport

19.-20.3.2024.

Portugal, Lisbon

Participants: Nastija Bohneć, Ljiljana Turina-Bujanović, Iris Španjol, Xavier Melo, Sofia Jordao, Jasna Lulić Drenjak, Hrvoje Vlahović, Nemanja Stanković, Marta Gravina, Marta Mazzella di Bosco, Kaya Gezekeć, Mesut Kapan.

Agenda:

19/03

Schedule

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|------------------|---|
| 09:30 - 09:50 am | Opening Address |
| 09:50 - 10:50 am | Partner Presentation Presentation of Partner Organizations' Expertise and Contributions [P1-P6] |
| 10:50 - 11:40 am | Project Presentation Overview of Project Goals and Objectives [RSSA] Project Management Plan (D1.1) [RSSA] Communication and Dissemination Plan (D6.1) [IAJIS] |
| 11:40 - 12:00 am | Coffee Brake |
| 12:00 - 13:00 pm | Work Package 2 In-depth Discussion on Tasks T2.1-T2.3 [FHSR & EMSHS] Development of D2.1 & D2.2 |
| 13:00 - 13:10 pm | Future Directions Consensus on the next meeting's schedule |



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Project meeting started with welcome words from Coordinators and hosting organisation.

The meeting commenced with all partners presenting their respective organizations, teams, expertise, and their planned contributions to the project.

The coordinator from [RSSA] presented the EPIK project, highlighting its objectives and providing an overview of all Work Packages (WPs) along with deadlines and tasks assigned to each partner.

Deadlines:

1. D2.1 Framework, Syllabus and Teaching-Learning resources of EPIK (competence-based) **30 Sep 2024** FZSRI
2. D2.2 Educational Prevention and Intervention Kit (EPIK) **30 Jun 2025** FZSRI
3. D3.1 E-module and educational resources **31.1.2025**.
4. D3.2 Beta-version based on User Experience feedback **30.6.2025**.
5. D4.1 Launch of EPIK training module alfa-version **31.1.2025**.
6. D4.2 Launch of EPIK training module beta-version **31.7.2025**.
7. D5.1 Guidelines for EPIK training program implementation in sports organisations **30.6.2025**.

Transnational project meetings:

Transnational project meeting 2 Turkye, Izmir – 13.11.2024.

Transnational project meeting 3 Serbia, Nis – March 2025.

FINAL CONFERENCE Croatia, Rijeka – October 2025.

It was decided that a dedicated section within the Google Drive (<https://drive.google.com/drive/folders/1WJGMdCoHz9OUZlx-L-WrwmSZRhRcPPCH?usp=sharing>) would be opened for partners to upload all presentations and materials presented during the meeting. Additionally, all boarding passes will be uploaded in the TPM section.

After the meeting, Google Forms will be sent to gather evaluations from the participants.

It was agreed that all official communication will be conducted via email, while unofficial communication will take place through a WhatsApp group.

Committees were established as follows:

1. Management Committee (MS) – all partners
2. IT Committee (ITC) - [P6. CUS]
3. Expert Committee (EC) - [P2. FZSRI, P3. UNS, P4. EMSHS]
4. Training Committee (TrC) - [P1. RSSA, P5. IAJIS, P6. CUS] Microsoft Teams will be opened for each committee to facilitate online meetings.

Presentation of the Project Management documents (D1.1) took place during the meeting.



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Discussion on Tasks T2.1-T2.3: Xavier Melo led the discussion and planning for tasks T2.1-T2.3, focusing on the development of Deliverables D2.1 and D2.2. The framework was presented, and all partners agreed to include a section about Life support.

Next TPM agreement: It was decided that the next Transnational Project Meeting (TPM 2) will take place in Izmir on November 13, 2024. Each partner will send two staff members, one working day, 2 traveling days.

Next Steps:

1. [T2.1 and T2.2] [FZSRI] and [EMSHS] will focus on EPIK Methodology and Curriculum Development, and the development of educational materials and other contents.
2. [P5. IJASI] will develop dissemination schedules for social media, roll-up design, and PowerPoint design.
3. A decision will be made about the website, whether to use the existing one from the coordinator or to open a new one.

