

Interdisciplinary Team to Collaborate in the Implementation of the "Open Krakow" Program

Minutes of Minutes of the 6th meeting in 2019:

June 11, 2019 from 5.00 pm to 7.30 pm,

conference room, Wyspiański Pavilion, Pl. Wszystkich Świętych 2, Krakow

The agenda of the meeting:

1. Opening the meeting of the Interdisciplinary Team to Collaborate in the Implementation of the "Open Krakow" Program - Elżbieta Kois - Żurek - Chairwoman of the Team, presentation of the proposed agenda of the Team to Collaborate in the Implementation of the "Open Krakow" Program.
2. Adoption of the Team work regulations.
3. Tasks resulting from the "Open Krakow" Program:
 - 1) Presentation of information on the information / publication policy on www.otwarty.krakow.pl and social media maintained by the Information Point for Foreigners. Determining the rules of publication for use.
 - 2) Summary of the meetings of working teams after the first meeting:
 - Intercultural education,
 - Intersectoral cooperation,
 - Promotion and communication,
 - Counteracting crime and hate speech,
 - Research and monitoring the current situation of migrants in the local environment.
 - 3) Determining the tasks to be performed during the plenary meetings of the Team. Verification of the meeting schedule published for 2019.
4. Cases requested - none.
5. Approval of the minutes of the meeting of 14 May 2019:
6. End of the meeting.

AD. 1. Opening the meeting of the Interdisciplinary Team to Collaborate in the Implementation of the "Open Krakow" Program.

Elżbieta Kois - Żurek - the Chairwoman of the Team welcomed everyone present at the 6th meeting of the Interdisciplinary Team in 2019, then put the agenda to the vote. The agenda of the meeting – **Appendix 1** to the minutes - was adopted by acclamation.

AD.2. Adoption of the Team's work regulations:

Elżbieta Kois - Żurek - started today's meeting with a presentation of the draft regulations in connection with the Mayor of Krakow signing on June 7, 2019, order No. 1361/2019 regarding the establishment of the Interdisciplinary Team to Collaborate in the Implementation of the "Open Krakow" Program. The chairwoman presented the new wording of the regulations and drew attention to the new provisions obliging the Team Members to **verify the schedule of the Team meetings for 2019** with respect to the subjects of the meetings. The new formula of working teams makes it possible to take over certain subjects planned for the planar meetings for the implementation of working teams, therefore members of the Team proceeded to

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establish subjects for the forthcoming meetings in September, October, November, December 2019. The new version is attached as **Appendix 3** to the minutes.

Then, the Chairwoman drew attention to the provisions of the regulations **on the necessity of publishing dates and places of meetings of working / task groups** on open.krakow.pl in the Interdisciplinary team tab, as well as the schedule of plenary meetings of the Team. The persons designated by the working group to notify the employee servicing the portal should send the set schedule for group meetings.

Another new provision in the regulations is the **obligation to notify absence at meetings** in order to record excuses. The form of reporting absences - by e-mail to the address poczta@um.krakow.pl. The entry in the regulations was introduced in order to ensure proper attendance at the meetings and fulfillment of the minimum attendance requirement, which is directly related to remaining a member of the team during the term of office. In the event of presence at a meeting, it is also important to take care of recording your presence on the list. In order to provide information about the planned dates of meetings in 2019, the Chairwoman informed the Team members about the current publication of team documents on www.otwarty.krakow.pl in the interdisciplinary team tab (current meeting schedule, minutes, assembly order, report on the Team activities, etc.).

AD.3. Tasks resulting from the "Open Krakow" Program:

- 1) Presentation of information on the information / publication policy on www.otwarty.krakow.pl and social media maintained by the Information Point for Foreigners. Determining the rules of publication for use.

Elżbieta Kois - Żurek - the Chairwoman of the Team gave the floor to Mrs. Sylwia Drożdż - an employee of the Social Policy and Health Department authorized to publish on the portal. Sylwia presented a multimedia presentation, **Appendix 4** to the minutes. In the further part of the discussion, the Chairwoman gave the floor to Mr. Rafał Grabowski - the President of the Foundation for Polish - Ukrainian Cooperation "U - Work". Rafał presented a multimedia presentation, **Appendix 5** to the minutes.

- 2) Summary of the meetings of working teams after the first meeting:

- Intercultural education,
- Intersectoral cooperation,
- Promotion and communication,
- Counteracting crime and hate speech,
- Research and monitoring the current situation of migrants in the local environment.

The agenda item was moved to the agenda of the next meeting.

- 3) Determining the tasks to be performed during the plenary meetings of the Team. Verification of the meeting schedule published for 2019. The agenda item was discussed in item 1 of the agenda - the subject has been exhausted.

AD.4. Cases requested

None

AD.5. 5. Approval of the minutes of the meeting of 14 May 2019,

Elżbieta Kois - Żurek informed those present about sending the minutes of May 14, 2019 by e-mail in order to enable submitting comments in return correspondence or to accept it. In the absence of comments, it was agreed that the minutes would be approved by the Chairman of

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the Team, Mr. Andrzej Kulig – Deputy Mayor of the City of Krakow and Deputy Chairman - Adam Bulandra.

AD.6. End of the meeting.

The forthcoming meeting of the Interdisciplinary Team was set for **September 17, 2019 at 5.00 pm** in the conference room of the Social Policy and Health Department at Dekerta 24, floor III. Elżbieta Kois - Żurek thanked those present for taking part in the 6th Meeting.

Chairwoman of the team: Elżbieta Kois - Żurek

Deputy Chairman of the Team: Jakub Kościółek

Developed by: Natalia Kotyza

Appendix to the minutes:

Attendance list of June 11, 2019.

1. Agenda of the meeting.
2. Regulations of the Team's work pursuant to order PMK 1361/2019 dated 7/06/2019.
3. Updated schedule of the Team meetings for 2019.
4. Multimedia presentation on the information / publication policy on www.otwarty.krakow.pl.
5. Multimedia presentation on the information / publication policy within the social media maintained by the Information Point for Foreigners.
6. Minutes of the 5th meeting of 14 May 2019.