

Minutes of the EC meeting held 29th July 2021

The EC meeting opened at 18:30 UTC. The meeting had been called at short notice.

Present were: DF5JL, G3BJ, EI8BP, F4GKR, IV3KKW, PA2DW, PB2T, OE1MHZ, SM6EAN, Z32TO.

Apologies: HB9JOE, DJ3HW, G4SJH

October 2021 Workshop

The President had previously circulated a paper proposing additional consultancy support for the forthcoming Workshop event in October. The workshop planning team supported the proposal. The President explained the background to the paper is as follows.

Planning for the in-person workshop has been progressing satisfactorily, with the valuable help of Chris Deacon, G4IFX who is professionally a strategy development consultant. This support has been at zero cost to the Region.

Now that the Workshop will be held virtually, discussions with Chris have concluded that the Region lacks relevant skills and experience in transferring the planned sequences of workshop events to the virtual world. It will not be possible to run the virtual workshop in the same way as an in-person event and there is limited experience globally in the market of successfully running highly interactive large workshops of the scale envisaged in Region 1.

Over the previous week, the President had asked Chris Deacon and Sylvain Azarian to meet with those consultancy firms who had responded to an initial approach inviting indications of interest. These discussions had identified one company which appeared to have a track record of successful implementations of workshops in the virtual world and which was in a position to provide both design advice and hands-on support during the event.

The EC recognised that we would have just one opportunity to make the workshop a success and that we should use best efforts to take the best available advice on how to organise it virtually. The EC therefore authorised the workshop planning team to proceed to conclude a contract with Envoy Portfolio for such support, noting that the anticipated cost was a small portion of the budget set aside for the in-person conference in 2021, which would not now be needed. The indicative price was \$US 20,000. If there was to be any significant deviation from this price, the President would revert to the EC for further authorisation.