

Minutes of Steering Group Meeting

Tuesday 7th April 2020 at 11 AM GMT

Apologies : Jorge Soto, Lex Bruin,

Attendees : Ahmed Babader, Shaun McCarthy (chair), Tanya Harris, Cristina Lopez, Colin McKerracher, Giselle V Boas, Adriana Rosenfeld, Carole Ann Smith, Annie Sorel, Staffan Soderberg.

1. Welcome by Shaun
2. Carole Ann gave the data report. In addition it was mentioned that Users to our site have increased by 147, taking 217 sessions, using 893 pages and taking on average 4.12 sec per session In the last week alone. This is thought to be because of the daily posts onto our social media sites directing people directly to our website ISO20400.org
3. Translations : Self-Assessment. We need Italian (not many words) and Swedish urgently so we can prepare a non-live site so that everyone who has translated can check their translations before we make them live. The IT company want all the translations in (after they have been checked) so they can concentrate on adding them to the website at one time / session.
4. Shaun gave a summary of what Action Sustainability are doing re: virtual learning and delivery and asked if we could do some international webinars moving forward. Maybe to promote self-assessments, promote a topic? or have Q&A sessions. This was unanimously agreed. Annie Sorel suggested "health care supply chain (issues and risks) as a topic for a webinar soon.

Take care everyone and stay safe

Carole Ann

Next Meeting will be Tuesday 15th July 2020 at 11 am BST