



Minutes for the PREPSEC meeting the 23th of September 2013 at 2 p.m. Scandinavian Time, 8 a.m. Eastern Standard Time

Introduction and information.

The August meeting was canceled as not enough members were present to have a quorum (four). This time we hope to continue to move forward a little. There are still some problems with registering the organization, but we have come so far that Bettina has succeeded in opening a bank account and we are ready to send out the letter where we invite potential members to become members of PREPSEC. Bettina will also send out a letter to our present members in order to give information of the status of the organization, the web-site and that their paid membership fee will cover 2014 if, of course, the board agrees to this proposal during this meeting.

The Social Perception Training and Problem Solving Training Implementation Guides have recently been released by Research Press. The Empathy Training and Anger Control Guides will be published soon. This is an important milestone for the PREPSEC organization and will also soon bring money into Bettina our treasury bank account.

In this meeting we will hopefully appoint the first committee and also discuss the note from Bengt, Borge and myself concerning definitions of “classes of responsibility” for the programs.

The Finnish ART society has been in direct contact with us through a nice open letter and a meeting with our secretary. Knut has sent a response on behalf of the board, both of which are attached to this document. There appears to be no conflict Open for cooperation. The Finnish ART society can have members in PREPSEC International as individuals however not as an organization. Borge will be put in contact with them to discuss any contradictions for them concerning their Finnish ART trademark. PREPSEC is not doing ART anymore opting for the PREPARE Curriculum and the soon coming AART.

A PREPSEC International Bank account is now open. A welcome letter for previously joined members will be sent to secretary for correction. Old members contributions will be honored for 2014.

1.Approval of the minutes from Denver meetings the 6th & 8th of June 2013

Resolution:

The board approves the minutes from the Denver meetings held on the 6th and 8th of June 2013. They will be put on the website.

2. Recommended levels of responsibility for a PREPSEC-program

Background for the item:

In the Denver meeting it was suggested that Borge Stromgren, Bengt Daleflod and Knut Gundersen should propose some definitions of different levels of implementation responsibility. Such definition may make it easier to protect the author's interest in a given program and also secure proper dissemination of the programs in different parts of the world. The board has previously decided, in the spirit of Dr. Goldstein's, not to recommend the different authors to apply for trademark for their programs. Thus, the function of these guidelines is not to establish firm protection of the different programs. In principal, they are free to be used when buying the books. However, proposed guidelines for how the program should be disseminated will make it easier for the program developers to appoint skillful program leaders in different countries. The next step will be to publish specific guidelines for each of the programs based on the PREPSEC guidelines.

Resolution:

- 1. The board approves the following recommended guidelines for different levels of implementation.*
- 2. Each program developer (author) will develop specific recommended guidelines for their programs which will be agreed upon in consultation with the PREPSEC Board*
- 3. The guidelines will be published on the web-site*

PREPSEC recommended levels – web site publication

PREPSEC International is concerned with establishing training and implementation standards for the different programs. Like Goldstein's recommendation PREPSEC does not wish to limit the use of the program through licenses, but in order to secure proper dissemination and training standards the organization will recommend that the implementation recommendations are followed. The program developer has a responsibility to establish guidelines for how to disseminate and implement the program, but this document outlines some common recommendation and definitions to be considered. You will find specific guidelines for dissemination, trainer education and implementation for each of the PREPSEC programs below.

Resolution:

The board approves the following roles and responsibilities:

Program developer(s)/author(s)

The Program developer is normally the first author of a specific program, owns the program and has all rights reserved. That involves:

- ***Full approval/denial discretion*** in the following areas:
 - *changes and/or adaptations to the program*
 - *development of trainer and trainer of trainers education requirements*
 - *development of program implementation standards*
 - *dissemination of the program*
 - *appointment and approval of national mentors*

National mentor

A national mentor is given responsibility by the program developer (s) author(s) to disseminate the program with the following roles and considerations: a

- *He/she is appointed by program developer(s)/author(s) and remains in ongoing contact.*
- *He/she answers to the program developer(s)/author(s) in all areas in which the developers/authors hold full discretion*
- *Is mentoring the program and its dissemination at a national or state/regional level and/or specified implementation areas*
- *Is also expected to contribute to program research and evaluation efforts, and have a formal contact with a research or educational institution*
- *A mentor has a thorough understanding of the program and its theoretical underpinnings as well as extended practical experience with the program*

Master trainer (Trainer of trainers)

- *Appointed by cooperative consultation mutual agreement with program developer(s)/author(s) in consultation with mentor(s).*
- *Is expected to train trainers in the specific program and provide supervision of their program implementation*
- *Continuing program education and evaluation of program coordinators and trainers*
- *Has a understanding of the program and its theoretical underpinnings as well as extended practical experience with the program*

Program coordinator

- *Responsible for program quality assurance and evaluation within an organizational and individual (trainee) level*
- *Program operative responsibility on a daily basis*
- *Practical and theoretical program knowledge*
- *Ability to keep up program motivation, enthusiasm and responsibility*

Trainer/practitioner/facilitator

- *Responsible for program delivery to trainees*
- *Has received required practical and theoretical program education (ex SPT=3 days)*
- *Ability to adhere to program delivery standards*

Facilitator / Generalization coach

- *Responsibility to facilitate use and generalization of trainee skills*
- *Has received required practical and theoretical program introduction*
- *Ability to be a role model and motivate trainees' skill practice*

Model program organization

- *An organization that meets the program implementation requirements that are specified by the program developer(s)/author(s)*
- *Can be nominated by a national mentor in consultation with program developer(s)/author(s)*

A clear separation between ART® and AART research will be required

3. Appointment of Research Committee

Background for the item:

We have decided that there should be appointed different committees under the PREPSEC board. We have already started the process with implementations standards, and it is important that we also can publish research results and research possibilities on our web-pages. The first step will be to make a review over research results for the different programs. The next step is to make some guidelines for possible evaluation and research design.

Resolution:

The board appoints Børge Strømgren (chair), Bengt Daleflod, Frode Svartdal and Eva Feindler to form the research committee pending their agreement.

The committee will be responsible for:

- presentation and eventually for publishing relevant research articles on the web-site.*
- proposing evaluation and research design including an overview of relevant assessment tools.*
- developing research tools to look at programs from a specific PREPSEC point of view.*
- getting access to full format articles for the site.*
- having articles published directly to the PREPSEC website.*
- providing abstracts, lists of references and links to journal articles on the website.
(electronic copies of the articles)*

Borge, Bengt and Frode have agreed to be members of the committee re resolution. Eva will need to accept the nomination. A compilations of studies prepared by Clive Hollin a few years back will be sent to all board members!

4. Master trainer gathering

Background for the item:

In Denver it was proposed by Kim Parker that PRESEC should arrange a “master trainer gathering” somewhere in the southern part of Europe. The gathering could include training / certification in the new PREPSEC programs and also practical demonstration of how the different countries actually train the different components in ART. Depending of the size of the spot we could invite the board members and master trainers from different countries.

Resolution

The board invites Kim Parker and Bettina Christensen to form a committee for arranging a master trainer conference. The committee should make a proposition of location, price, program and how to select participants. The proposition should be sent to the board before the 10th of November, 2013. Will be done!

5. Scheduling of next meeting(s)

Dr. Feindler and others are no longer available for PREPSEC Skype meetings on Mondays. A new day of the week suitable for everyone's needs to be found.

Resolution:

Secretary Robert Calame will contact all to find a mutually acceptable weekday for meetings for all board members.