

REITOX Heads of Focal Points (HFP)

39th meeting

19 - 21 November 2008

Agenda item: RTX/40/01a

FINAL CONCLUSIONS

(Adopted in plenary session on 27-05-2009)

1. Introduction & welcome address (for adoption)

Actions

- Final minutes of the 38th Reitox HFP meeting to be published on the EMCDDA public website
- Final “*To Do list*” from the 38th Reitox HFP meeting to be made available on the Reitox Extranet, together with the meeting documents of the 39th meeting.

2. Feedback and updates (for info & discussion)

a. Reitox Spokesperson

Actions

- Conclusions to be drafted by EMCDDA before the end of the meeting, and to be checked together with the RTX Spokesperson at the Coffee Break on Friday morning.
- Other topics will be discussed as planned in the agenda.
- As there is an Academy planned for early 2009, if NFPs find it useful, we could consider to add 1 day for a FONTE technical meeting.
- Election RTX deputy-spokesperson: Tim Pfeiffer
- RTX Spokesperson will present the NFP work at the next SC meeting as to create some possible synergies between the SC and the Reitox network

i. Scientific Committee

Actions

- Interested NFPs may request the different presentations made at the SC (incl. the DRD and mortality conference documents)
- SC final minutes will be published on the EMCDDA public web site
- RTX Spokesperson will present the NFP work at the next SC meeting as to create some possible synergies between the SC and the Reitox network
- EMCDDA to assess possibilities in establishing mechanism to exchange scientific articles / journals to foster peer review among the Reitox network (could be a topic of a workshop at the next Reitox HFP meeting).

b. Challenges and perspectives 2008 - 2009: European Commission

Actions

- Final evaluation conclusions of EU Drugs Action Plan (2005-2008) to be published on the Reitox Extranet
- PowerPoint presentations from Maurice Galla to be published on the Reitox Extranet
- Dutch NFP could make a presentation of final conclusions of the Global Illicit Drugs Market project at May 2009 Reitox HFP

3. 2009 EMCDDA work programme: Overview (for info & discussion)**Actions**

- EMCDDA will better describe the NFP work and activities in the next triannual WP and will also check whether it is still feasible to include a paragraph in the 2009 WP before adoption by the MB in early December (or to include a sentence in the cover page introducing the draft WP to the MB) AG to confirm to the NFPs if it is done.
- EMCDDA to update the Communication strategy with a focus on NFP work in the field
- EMCDDA will investigate possibilities to draft a specific document on the five epidemiological KI together with interested NFPs
- A specific workshop to be organised, at the next Reitox HFP, around the topic of a common paper re. five epidemiological key indicators (contact persons to organise are Dominique Lopez from EMCDDA and Viktor Mravcik from NFP side)
- EMCDDA to investigate ways to better associate NFPs in the drafting of the next three-year WP.
- Proposal TM agreed to have a reflection on mid-term perspectives/consequences for the NFPs – supported by AG: a session on this should be organized at the next RTX meeting of May 09.
- EMCDDA will always first consult NFPs before contracting out any additional piece of research towards national experts and inform NFPs when national experts are being invited to attend specific targeted EMCDDA (scientific) meetings. In those specific meeting invitations, NFPs will be in copy + list with upcoming events will be updated on the Reitox Extranet + minutes will be distributed to the NFPs afterwards + at the Reitox HFP meetings a list with specific meetings will be presented. Also the provisional list with meetings will also be attached to the grant agreement (see point on grants)
- Also in the event some questionnaires are being sent to national experts, Heads of NFPs should be put in copy as to follow up the response.
- In February/March 2009 (following the Reitox Academy) NFPs will be requested, by the French NFP, to indicate a national expert on cannabis supply
- RTX Extranet to be regularly updated by the RTX Unit.
- NFPs took good note of the draft 2009 WP and - provided their activities are better acknowledged, either in the document or in the cover note to the MB – the NFPs agree with the content of the WP.

4. Guidelines: National Reporting (for info & discussion)

Actions

- Both EMCDDA and NFPs agree that the NR should remain a stand-alone document but should also be not a repetition of old historic data of previous years
- In the 2009 NR guidelines, the ST 3 (regarding TDI) will remain as it stands (i.e. not mandatory to submit only if ST34 has not been provided for all treatment centres)
- EMCDDA will delete the mention list of ST and SQ and only put list of tables
- Annex I will be changed to "list of tables and graphs used in the text"
- Annex I is only a guide for the ones who will write the NR and should just be considered
- The cross-analysis description should be integrated in either the summary or in one of the chapters where the NFP considers it the most appropriate, and if really necessary, the NFP can add an extra chapter or subchapter to describe this (although outside of the guidelines)
- In Chapter 2, the title will be adapted (targeted sub-groups)
- There is a distinction to make between no information available (which can be briefly described there are no tools to collect such information) and no new information available
- EMCDDA will put again the full list of ST and SQ on the Extranet, for NFP information, but it should be clear that data is being collected through FONTE and not by sending filled out ST and SQ to the EMCDDA
- NFPs adopt the 2009 national reporting guidelines

5. Guidelines: Selected Issues (for info & discussion)

- a. Presentation of the 2010 selected Issues, incl. process for opting in.
- b. State of progress of the Selected Issues 2009 (being drafted by EMCDDA) and plans for consultation of NFPs

Actions

- Guidelines SI mandatory are adopted.
- Guidelines 2010 Optional SI are adopted, and the following NFPs have indicated their possible choice as follows: SI Older Users (AU, IR, UK, FR, GR, R, D), and SI Amphetamines (EE, TR, LT, LV, GR, BE, FI, SK, CZ, PL).
- EMCDDA to send the draft SI for consultation when ready, provided that the consultation doesn't take place at the same time than the consultation for the Annual Report and for the Statistical Bulletin.
- EMCDDA to inform in advance the NFPs about the expected planning for publication and for consultation.
- Guidelines adopted, including the confirmation that the consultation of the NFPs for the draft SI will not take place at the same time than the consultation for the Annual Report and the Statistical Bulletin.

6. 2009 EMCDDA work programme: Other Activities (for info & discussion)

- a. Presentation of the guidelines for the voluntary Standard Table on Public Expenditures

Actions

- OK adopted, at least for those countries that have the information.
- The RTX HFP should receive at least once per year an update on the progress made on this topic, and on the possible interpretation of the results.

- b. Revision process information collection tools
 - i. Social reintegration
 - ii. Alternatives to imprisonment
 - iii. Coordination mechanisms
 - iv. Other instruments

Actions

- EMCDDA to publish on the RTX Extranet the list of the experts that are members of the different working groups.
- If in the first assessment round (internal to EMCDDA), it appears that, for instance because of the needs for monitoring of the new EU Action Plan, some substantial changes should be made to an instrument, the EMCDDA will inform the NFPs at the May meeting that a proposal for change will be presented at the November meeting.
- Timing of the next data collection exercises for the SQ, as agreed a few years ago, should be made available on the RTX Extranet, as a reminder.

7. General feedback on the quality & implementation of the 5 Key Epidemiological Indicators (for info & discussion)

- a. Presentation of the final version of the Quality & Implementation Criteria

Actions

- NFPs are invited to give any additional feedback on the document that was sent for consultation within two weeks following the RTX meeting (5/12).
- EMCDDA to prepare an updated version of the document, adding the requested clarifications, and exploring where there is some room for flexibility in the definition of the criteria or in their application.
- EMCDDA to prepare a simulation exercise for all countries on the data provided in 2008, to be sent to the NFPs at the latest by 24 April 2009 (one month before the RTX meeting).
- NFPs to analyse the exercise results for their country before the RTX meeting of May 2009, preferably in consultation with national experts.
- Half-day session to be dedicated to this issue at the May RTX HFP meeting, either within the normal setting (preferred by participants), or with an additional half day being added to the agenda (AG and Alan Lodwick to fine-tune the agenda and take the final decision).

- b. Feedback from the EU Experts Working Groups

Actions

- Reported to next meeting.

8. FONTE implementation and developments

Actions

- The EMCDDA to circulate the list of issues, and to ask the NFPs to add to that list all problems that are missing (by 12 December).
- The EMCDDA to organize an error management system on the basis of the updated list and to make it available online to all NFPs.
- NFPs are invited to make very clear and explicit the description of the problems.
- EMCDDA to organize a meeting of a group of representatives of the NFPs together with the Steering Committee to prepare a plan to address these problems in the future.

- EMCDDA to explore the feasibility to invite 1 representative of RTX to the Steering Committee on a regular basis.
- NFPs volunteers: UK, EE, BG, DE, PT.
- EMCDDA to present an updated and detailed list of the tables that are supposed to be uploaded into FONTE.
- The technical working group should address also the issue of the perspectives for Retrieval function of FONTE or of Data Warehouse project or any option that may be deemed necessary.

9. **Reitox development strategy (for info & discussion)**

- a. State of play + presentation outlines of the manual
- b. State of progress of Grant Agreements
- c. Conditions for eligibility of the grant agreements
- d. Open discussion and way forward

Actions

- Reported to next meeting.
- EMCDDA (AH) to send an electronic version of the draft grant contract with the new parts highlighted in fluo, so the NFPs can see more clearly what are these changes.

10. **EMCDDA 2009 Conference (for info & discussion)**

Actions

- Alan Lodwick and Viktor Mravcik will make the presentation, to be prepared, if relevant, in cooperation with AG.
- If NFPs have a position or comments on the Conference, they are invited to send them to the Conference Committee or to the Conference Coordinator

11. **Launch Annual Report 2008 (for info & discussion)**

Actions

- R.A.S.

12. **Data collection on wholesale prices (for info & discussion)**

Actions

- NFPs are invited to communicate to the EMCDDA the contact details of the national expert who could be contacted for the study.

13. **RTX Academies (for info & discussion)**

Actions

- Proposal and one-page memo to be made available on the RTX Extranet, and the NFPs to consult the document and make requests/proposals for EU-wide, national or local needs for support/training.

14. International Cooperation and Technical Assistance (for info)

Actions

- One-page memos available with updated information.

15. Summary & conclusion

Actions

- Main conclusions presented by AG.