

**ADPY Task Group
4th Meeting
Stockholm, Sweden
26-27 October 2012**

Title	Minutes from the 4th Meeting of ADPY Task Group members
Submitted by	Sweden, CAN
Summary / Note	This document outlines the main discussion points and decisions made during the 4th meeting for ADPY TG members
List of Annexes	Annex 1 – List of documents submitted to the meeting Annex 2 – List of participants

1. Opening of the meeting and welcome

The meeting was opened by Ms. Mia Sundelin (Swedish Council for Information on Alcohol and Other Drugs (CAN)), who also hosted the meeting. After welcoming everybody to Sweden, she gave a brief overview of the schedule of the day and asked the participants to introduce themselves.

2. Adoption of the agenda

As everyone participated at the Project Steering Group the agenda was revised and the three first wp's was deleted. The meeting **adopted** the revised agenda with timetable

3. ADPY Task Group

Mr Håkan Leifman introduced the project and the different parts, work packages according to the Grant application (TG/4/3/1). Mr. Leifman clarified that this meeting combines the task group and a workshop. He emphasized the importance of local support for the success of the project. He pointed out that a local steering group should be established as soon as possible (TG/4/3/2). CAN and CES will make a short skeleton of questions to find out about the communities ADPY-work.

4. Work package 4 – mapping, situation analysis and community reports

4.a School survey

Mr Jon Sigfusson presented a time schedule and how the survey will proceed. It is important that the communities have one person responsible for the survey and everything commit to that, a Personal Investigator (PI). These PI's will meet in Vilnius 9th of November to decide about the questionnaire. Mr Sigfusson introduced the steps in the data collection and printing procedure. (TG/4/4a/1, TG/4/4a/2)

4.b Community readiness Model

Ms Maria Pihlblad and Ms Ann-Louise Sirén introduced us to the Community readiness model (TG/4/4b/1). There will be interviews by telephone or questionnaire in those cases where the language can be an obstacle. Key persons to interview will be found throughout



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community coordinators. Key actors must also be identified and that is important in wp 5 and 6.

Ms Katarina Warpenius pointed out the importance that the mapping of community readiness not only includes “western norms” in ADPY-work.

Ms Pihlblad and Ms Sirén will continue the discussions with the community coordinators.

5. Work package 5 and 6 – ADPY manuals and recommendations for local work and Local and international ADPY networks. Letters of local commitment to action

Mr. Leifman and Ms. Sundelin gave a brief report about wp 5 and 6. WP 5 will commence as soon as the preliminary report from the WP 4 is finished.

Mr. Leifman suggested that every community set up a local steering group with name given persons from the local ADPY work.

6. General discussion and conclusions

Ms. Mia Sundelin suggested that WP leaders would **submit an interim report immediately after the completion of their given WP**, with the aim to ease the writing of final reports (TG/4/6/1). Everybody agreed that it was a good idea to do it that way. A dropbox account is set up and all relevant papers will be uploaded there.

www.dropbox.com, Username: adpyproject@gmail.com, Password: adpyproject1

A discussion about the communities’ structure was taken (TG/4/6/2- 4). It was decided that every community will set up an administration structure plan and upload it in Dropbox.

7. Calendar of meetings

Ms. Sundelin announced that regarding the next TG meeting, it had been agreed to meet in **Kaliningrad, Russia** and that it would have been good to combine the TG meeting with PSG 2 meeting. Participants agreed that it was a good idea to get all the Partners together at the same time.

It was agreed among the participants that the 2nd PSG meeting would take place on the **morning of 26th of March 2013** and in the preceding day (**25th March 2013**) it would be the **5th TG meeting and workshop in Kaliningrad**.

7. Any other business

No business was discussed in this agenda item.

8. Adoption of the 4th TG meeting minutes and workshop

CAN proposed that, to reflect the outcome of the 4th TG meeting, minutes would be produced and that the draft document would be sent out to the participants on **26th November 2012**. Comments on the draft would be due, at the latest, on **3rd December 2012**.

9. Closing of the meeting

Mr Håkan Leifman thanked the participants for a good meeting. The meeting was closed at 12.30 hours.



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Reference	Annex 1
Title	List of documents submitted to the meeting
Summary / Note	This list includes all documents submitted to the meeting

Main documents

	Code	Title	Submitted by	Date
•	TG/4/3/1	Grant Application	CAN	10/29/12
•	TG/4/3/2	NY-pres26oct.pptx	CAN	10/29/12
•	TG/4/4a/1	ADPY data collection field procedure	CAN	11/13/12
•	TG/4/4a/2	ADPY printing and scanning procedure	CAN	11/13/12
•	TG/4/4b/1	Presentation Community Readiness	CES	11/08/12
•	TG/4/6/1	ADPY project process	CAN	29/10/12
•	TG/4/6/2	Bagrationovsk_ENG	FRIHOI	11/07/12
•	TG/4/6/3	Kaliningrad-oblast ENG	FRIHOI	11/07/12
•	TG/4/6/4	Sovjetsk ENG	FRIHOI	11/07/12



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Reference	Annex 2
Title	List of participants
Summary / Note	This list includes all persons who attended the meeting

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