

Agenda for KBS Coordinating Committee meeting, Sheffield 2017

Sunday, 4 June 2017

16:00 – 19:00 hours

Location: The Inox Suite, University of Sheffield Student Union building.

Present: Kyp Kypri (KK), Sally Caswell (SC), Thomas Babor (TB), Robin Room (RR), Claire Wilkinson (CW), John Holmes (JH), Robert N. Parker (RP), Norman Giesbrecht (NG), Sandra Kuntsche (SK, minutes)

Appologies: Matilda Hellman, Elin Bye, Justyna Klingeman, Jonas Landberg, Myriam Mynne, and William Pridemore

Guests: Petra Meier (re Sheffield 2017), Sawitri Assanangkornchai (re Chang Mai 2018), Emmanuel Kuntsche and Ninette van Hasselt (re Utrecht 2019), Florian Labhart (Webmaster), Jenny Connor (Alcohol Industry conflict of Interest working group)

1. Welcome (16:00 hours); announcement of a slight change in the order of the items.
2. Approval of agenda 2017 (approved)
3. Approval of Co-Com meeting minutes 2016 (pre-approved by e-mail)
4. Alcohol Industry Conflict of Interest working group: proposal presented by Jennie Connor. An electronic version of the report was sent earlier today (will be added to the Dropbox), the background of the working group is presented; since 2014 a demand on how to address CoI, first working group established by Kim Bloomfield (president at that time) and continued since. The working group is now led by Jenny Connor. Based on the general support for higher transparency within the society the working group was charged preparing a detailed proposal on transparency. The following is proposed:
 - (1) Society's position regarding alcohol industry: suggested formulation is read including a list under what conditions the members should provide transparency (new members, renewing membership; candidates for official positions; authors); a standard format will be demanded; implications for IJADR (KBS journal) are discussed;
 - (2) In presentations transparency declarations need to be included in the first slide; a table of funding sources should be provided in a standardized form (nature of the funding, name of the funding source,...); members express their need to discuss whether this is sufficient or should be extended.KK thanks the group and opens the discussion. Some of the proposed changes demand changes to the bylaws. It is discussed that a membership ballot is needed if the CoCom decides to proceed with the proposed changes. It is further decided to report the progress of the working group to the membership for comments and that based on those comments the new CoCom will be decided on how to proceed with the suggested measures of transparency.

Implications for the IJADR are discussed as the proposed changes will have a direct impact on the journal. As the link between the journal and the society are not yet formalized KK proposes to discuss this with the editors.

Questions about practical issues are raised. There had been inconsistencies in some declaration for the upcoming meeting and it was suggested to make declarations less flexible. KK proposes that organizers should document critical cases and their corresponding reaction in the conference organization guidelines as reference for future organizers; a detailed discussion of the practical problems is postponed. In meantime, organizers may provide a list of examples how declarations should look like and it's suggested to provide more information on regarding the need of transparency during the submission process (e.g. text box with examples what funding needs to be included). It is agreed that both direct funding (researcher) and indirect funding (institution) should be included in the statement.

Guests are invited to join the meeting.

5. Sheffield symposium report (Petra Meier)

Current numbers are presented: 231 participants, 188 paying; 21 financial support; 166 participants will join the social dinner; good response to the social tours (few remaining places); next to conferences fees additional funds were raised from external sources and funders (detailed budget will be provided after the conference); 174 presentations will be held (excluding 43 withdraws, changes etc.). KK thanks the organizers for their excellent organisation.

6. Future symposia: Chang Mai, Thailand 2018 (Sawitri Assanangkornchai)

A presentation is given (dates are May 28 – June 1, 2018), three organisations will co-host the conference; a website was prepared but is not yet online; possible conference venues and hotels are presented; less expensive accommodation will be available close to the venue; the budget and possible conferences fees are presented, as well as locations for the social dinner and social tours. Presenters are thanked and advice from previous organizers is offered and possibilities will be discussed during the oncoming week.

7. Utrecht, The Netherlands 2019 (Emmanuel Kuntsche)

Presentation is given by Emmanuel Kuntsche; to cover the proposed budget additional funding of 15'000 Euro still needs to be secured but the organizers are confident that this can be realized. Presenters leave.

8. Discussion of future symposia

No other candidates proposed hosting the meeting in 2019 and there is no definite candidate for 2020

yet. Utrecht received support from the CoCom. Membership will be informed on Friday. The voting procedure will be discussed later (see point 22).

Suggestions for Chang Mai 2018 included using the existing website instead of establishing a new one and the possibility of poster sessions due the assumed high number of participants. The organizers will be contacted and the discussed help will be offered.

9. Thematic meetings completed or planned [none identified]

RR presents two ideas: 1. Cultural entities smaller than the society and the relation with drinking practices; 2. Joint thematic meeting with the ISSDP conference around legal regimes with a public health framing about problematic substances and possibly gambling. Both ideas received general support. RR will talk to SC about the details of the second idea.

10. Workshops at 2017 Symposium [refer to brief reports sent by email]

KK asked the organizers to report to him via email; a short description will be given at the business meeting

11. Treasurer's report [by e-mail from Elin 02JUN17]

After a refund of the meeting in Stockholm the society has a positive balance of 23'000 Euros. The workshop for young researchers held the weekend before the conference was supported with a small amount.

12. Approval of new members (see treasurer's report)

All new members proposed were approved with one to be clarified whether it was a real membership request

13. O-J Skog award committee [see report from Colin Angus sent by email 04JUN17]

Postponed

14. KBS-IJADR relationship [see e-mail correspondence in word file sent 02JUN17]

One of the Editors-in-Chief received funding in context with the alcohol industry. At present, there are no formal relations between the journal and the society, but this needs to be clarified and actions be taken to closer link the two. The CoCom thanks the journal's board for their work. In the context of the society's new requirements on transparency for industry funding the CoCom requests the journal's board that if the association with the society shall persist, the journal needs to correspond with the society's requirements about industry funding excluding those with industry funding in the past five years from the editorial board of the journal

15. Conference Programme and Mentoring (CPM) Working Group Report (John Holmes to provide report by e-mail in the second half of 2017)

16. Website and Social Media (WSM) Working Group (Claire Wilkinson)

The group examined software solutions on how to implement a payment system and a member management section in the society's website. "Member Planet" might be a solution; sending membership emails is difficult at the moment, thus a reliable system is needed to facilitate discussions and to allow membership ballots. "Member Planet" may also handle submission for OJS award. Cost are either \$US 38 per year including the possibility to send emails to 200-300 members or \$US 300 for an unlimited system. An individual membership registration is possible, as well as the membership payment. Nevertheless, a necessary condition for the latter is holding a bank either in the country of the president or the treasurer. KK and SC will clarify this with EB. The CoCom supports the proposal of using "Member Planet".

17. CoCom Scholarships Subcommittee (John Holmes in lieu of members)

25 participants were supported. Two applicants withdraw early and money was redistributed among the remaining; two late withdrawals resulted in a prize draw among (1) all members and (1) those receiving financial support; in total 17'000 £ were spend. JH informs the CoCom that having an earlier deadline for abstracts for applicants (e.g. October) could facilitate the organization in order to obtain the necessary visa in time. Possibilities are discussed and it was agreed that to include an additional statement to the application form: "I looked into the visa obligations for the country".

18. Update on KBS list home and manager (Michael Livingston, given by Claire)

The exact details whether La Trobe University will host the list server need to be clarified, Michael will provide a follow-up.

19. IJADR report (Sandra Kuntsche)

Brief report is given. Possibilities how KBS can contribute more closely to the journal are discussed (e.g. adding someone on the board, and formalization and contribution of KBS to the journal on a regular basis); also financial contribution were discussed. The CoCom will get in contact with the journal's board for further discussion.

20. Proposal for link with Addiction Theory Network [Nick Heather proposal 02JUN17]

KK provides the background of the network and the proposal to become an interest group linked to the society. Implications are discussed (e.g. my help finding new members, but slightly different

focus of the KBS and the Network). Special interest groups exist already within KBS and KK proposes to affiliate with the society by organizing a workshop in the context of the conference.

21. Webmaster report (Florian Labhart)

The webmaster provides his report about last year's progress (see also point 16). The CoCom thanks the webmaster for his excellent work.

22. By-law amendment Venue voting (Claire Wilkinson)

Based on the close results of last year's vote a proposal was made replacing the public vote at the business meeting by an electronic vote and change the bylaws correspondingly. Despite the change the CoCom will continue to recommend candidates to the membership. A possible reformulation of the bylaws is proposed. The CoCom agrees to hold the vote on future hosts if possible three years ahead. Candidates will continue to present on the business meeting on Friday. The vote will be held within one month after business meeting and the candidate's presentation will be uploaded to the website prior the vote. The new CoCom may discuss the possibility of having the business meeting earlier in the week.

23. Thank you and farewell (19:00)

The CoCom thanks the outgoing members for their work.