2013 ICAR Board meeting

(Hotel Radisson Blu, Via Filippo Turati 171, Rome, Italy

22ndand23rd November, 2013)

Under the Chairmanship of Uffe Lauritsen, President of ICAR, the ICAR Board held its meeting on 22nd and 23rd November 2013 in Rome, Italy, at premises of the Hotel Radisson Blue.Hans Wilmink and Jay Mattison (Vice-Presidents), Pierre-Louis Gastinel (Treasurer), Marco Winters (Secretary), Clara Díaz, ReinhardReents, Bevin Harris, Kaivo Ilves, Japie van der Westhuizen and BadiBesbes (Members) were in attendance.Josef Kucera (ICAR Inspector) and Andrea Rosati (Secretary General) were also in attendance.The Meeting was attended by Elena Couto, Brian Wickham, Juhani Maki Hokkonen, Cesare Mosconi and Milan Zjalic, members of the ICAR Secretariat.

1. **Call to Order and approval of the agenda (U. Lauritsen)**

Uffe Lauritsen, President of ICAR, called the meeting to order and proposed the amendments to the draft agenda (transfer of point 6.2 to Item 8, private Board meeting for item 4.2).

Decision: It was duly moved, seconded and carried that the agenda is approved as proposed.

1. **Approval of the minutes of the Board meeting of 30th May 2013 (U. Lauritsen)**

Decision: It was duly moved, seconded and carried that minutes of the Board meeting held on 30thMay 2013 are approved as proposed.

1. **Financial Statement for ICAR and SERVICE-ICAR Srl (for information)**
	1. **Results for the period January-September 2013 (A. Rosati)**

Andrea Rosati presented the document containing data and information on financial results for the period January – September 2013.

The Board, noting that the approved budget for 2014 envisaged Euro 60.000,00 for projects proposed by Sub-Committees and Working Groups, underlined that only projects approved by the Board would be financed under this heading.

* 1. **Finances 2013 and forecast and processes (H. Wilmink)**

Hans Wilmink informed on his visit to the ICAR headquarter in Rome and interviews he had with members of the Secretariat. The main driver of his visit was the question: does ICAR/ SI have enough reserves to extend ICAR/ SI staff. He stated that his findings were positive and that ICAR and Service-ICAR Srl have a good perspective for further development.

1. **Future ICAR (H. Wilmink)**
	1. **Strategic Plan (H. Wilmink)**

Marco Winters presented the ICAR and Service ICAR (sICAR) strategy. There are a number of trends which may have an impact on ICAR. The use of genomics, the amount of data from one animal or from a farms will increase; chain intergration to guarantee food safety and pressure on environmental and animal welfare will get more important. Scarcety of resources will be an issueand there will be more demand for protein and energy. Integration in the livestock improvement industry will happen and recording activities will be across borders. Easy of management, low emission, high animal welfare, long term profitability will be the main drovers for the primar producers. ICAR’s mission is the global leading provider of guidelines, standards and certification for animal identification, recording and evaluation plus management tools. Challenges for ICAR are to anticipate on the need for more guidelinesand standards and on the need for more recording by requirements set by integrators and need for ease of manangement. In addition the need for more protein will stimulate increase of animal production in developing countries, where ICAR can play a role. ICAR has to work for the coming years on promotion and visibility, growth by new business, new guidelines and ICAR has to improve herself to make the strategic plans happen.

In the discussion there was a view where such a vision shouldnot be made more bottom up, thus have all working groups involved. The vision and strategy presented is not much different from the strategy what has been presented in 2012. In that strategy plan there was no clear distinction between operational activities and strategic projects. In addition it is necessary that ICAR has to improve in order to face the next 5 years successfully. Reverse the strategic plan is a live, dynamic plan and should be improved/ amended yearly in order to react quicker on market developments.

Decision: It was duly moved, seconded and carried that the Strategic Plan is approved as proposed. The Board underlined that the Strategic Plan as a living and dynamic document would be amended and corrected by contributions from ICAR Members, members of the Board, members of the ICAR technical bodies and the ICAR Secretariat, as required.

* 1. **Proposal for the future organisation (P.L. Gastinel, M. Winters, U. Lauritsen, J. Mattison, H. Wilmink)**

Hans Wilmink presentated the plan for Future ICAR. Following the strategic plans the current ICAR organisation is not able to execute the plans. Therefore we need to improve ICAR, what we will call Future ICAR. Future ICAR must be lean with clear responsibilities, clear communication lines and has to focus the activities on focus area’s which are for ICAR the guidelines/ standards and visibility and for Service ICAR to deliver high value services to its customers. A proposal for an organogram for ICAR and sICAR was presented with proposals for accountabilities. For the further process it was proposed to establish a working group to work out the proposal further and come with recommendations to the board. The plan for Future ICAR came from the Executive board. The executive board went through a whole process. Brian Wickham recognizes that actions has to be taken to improve the ICAR organisation. He does not like the word change, but it is an improvement. In addition he thinks that the proposal must be amended on some points.

Clara Diaz and BadiBesbes do see the need for an improvement, but felt uncomfortable that they were informed in such a late stage. Hans Wimink explained that the executive board was working on this process since this summer. We regret that the board was not aligned with the process in the executive board.In general the board felt a strong need to improve the ICAR organisation. Uffe Lauritsen then proposed to create a working group chaired by Hans Wilmink . in his role as vice president ICAR for administrativematters, and with as members: ReinhardReents and Kaivo Ilves, as they are chairing two important ICAR subcommittees, Japie van der Westhuizen, as he represents a more or less the upcoming markets for ICAR and Brian Wickham to represent staff. All members are well experienced in how to run effectively an organisation.

Decision: It was duly moved, seconded and carried that basic ideas and proposals contained in the document prepared by the Executive Board will be utilized by Hans Wilmink, Kaivo Ilves, ReinhardReents, Japie van der Westerhuizen and Brian Wickham who are requested to prepare a final proposal before January 31, 2014.

1. **Relation with EAAP (H. Wilmink) - Presented by A. Rosati**

Andrea Rosati presented information on the state of relations with EAAP and options for the establishment of closer co-operation with other international organizations.With respect to a question of ReinhardReents Andrea Rosati states that rumors of a weak financial situation of EAAP are not correct.

Pierre-Louis Gastinel underlined the Europe centrism of ICAR isnot due to the relation with EAAP neither with WAAP (quite the reverse), but to the composition of the board and to the lack of representatives from other parts of the world in the WG and SC. He added the need for a development of more links with the other regional associations for animal production, to strengthen the global character of ICAR. For him, ICAR needs to continue to be inserted in a net of international bodies.

The board did not take a position on with which organisations to cooperate. There was a tendency that a stronger cooperation to global organisations rather than to continental scientific organisations would be more beneficial for ICAR.

1. **Requests from Groups(J. Mattison)**
	1. **Milk Analysis – AQAS Proposal (A. Rosati)**

The Board discussed in details all aspects of the proposal of the Milk Analysis Sub-Committee for the AQAS project. It commended the Sub-Committee for the initiative and proposal for the establishment of a new service for ICAR Members. The points in favour were that it was very well prepared, it came from a group which is very well qualified to develop the proposal, and that milk analysis quality is of fundamental importance in the recording activities of ICAR and its members.  The main point against the proposal was the total amount of funding requested relative to the funds that ICAR has available to support initiatives from its many Groups.  The proposal, if fully funded, would have consumed virtually all of the funding that ICAR expects to have available for such investments in the next three years. Noting that ICAR financial resources are not sufficient to finance the whole project, the Board invited the Milk Analysis Sub-Committee to look into possibilities of mobilization of resources of other organizations and institutions for co-financing the project.

The board decided not to finance this AQAS proposal. The board supports the idea behind the AQAS service, want to express the appreciation to the MA subcommitteefor their excellent work and decided to ask the MA subcommittee to find other solutions to carry out this proposal.

* 1. **Interbull – SLU/ICAR Agreement**

Andrea Rosati presented a draft Agreement between SLU and ICAR related to management and financing of the INTERBULL Centre located at SLU, Uppsala, Sweden. M. Winters indicated that not only data but also database /software are ICAR property, and also that it would be better to give more time if Interbull Centre should have to move from SLU. The Agreement was amended by substituting 12 months by 24 months notice prior to the termination of contract.

Decision: It was duly moved, seconded and carried that the SLU/ICAR Agreement is approved as amended. ReinhardReents was invited to communicate to the Board possible comments and reaction of the SLU prior to the submission to the President for signature.

* 1. **Developing Countries –Concept note for organisation of a Workshop in Africa (B. Besbes)**

BadiBesbes presented a concept note for the organization of a workshop on “animal identification and recording systems in Africa”. The venue of this workshop would be in South Africa, and it would be attended by representatives of governments, associations, academic institutions, international organizations and potential donors. Organizers would be FAO, ICAR, Agricultural Research Council and Department of Agricultureof South Africa.The event would be co-financed by FAO and ICAR/SERVICE-ICAR Srl following the model of the Santiago de Chile workshop. The possible timing for this conference will be coordinated with FAO and local organisms but likely will be at the beginning of 2015.

Following the question of Pierre-Louis Gastinel about the statut of the “draft FAO guidelines on AI&R” towards the ICAR guidelines, BadiBesbes explains the ICAR guidelines are technical guidelines, and FAO guidelines are recommandations for implementation of these technical guidelines on identification and recording in the developingcountries. Pierre-Louis Gastinel suggests to find appropriate terminology to avoid confusion.Milan Zjalic underlines the demand for ICAR guidelines to be fitted with all regional conditions and not only with the conditions of developedcountries.

Decision: It was duly moved, seconded and carried that ICAR/S.I. would participate in the organization of a workshop on animal identification to be held in South Africa and invited the Developing Country Working Group to prepare a budget of the workshop and present it to the Board for consideration.

* 1. **Functional Traits – Relationship with IDF**

The Board reviewed a document on extended cooperation with IDF. There was a letter sent by ICAR to IDF accepting the proposal to cooperate in the field of functional traits and also to propose cooperation in the field of animal welfare. Referring to the good relations between the two organizations and the long-standing cooperation, the Board hopes that both proposals to expand its cooperation with IDF will be accepted.

The final position of IDF about this cooperation, after its annual meeting, is waited at the end of November.

* 1. **ADE Working Group request**

Following a proposal sent by the ADE working group, the Board approved the following decision: It was duly moved, seconded and carried that the amount of Euro 5.700,00 is approved for support of the establishment of a software testing facility.

* 1. **SC ID proposals from minutes of last meeting**

Kaivo Ilves informed that from the minutes of the ID Sub-Committee meeting held in Tallinn last September the following three proposals are put forward for the endorsement/approval of the Board:

1. Endorse protocol for ICAR material testing and certification of RFID devices as described in the pre-circulated new draft Section 10.8 of the guideline
2. Related to the previous proposal approve the DLG pre-test plan to verify criteria for acceptable variability of parameters after each environmental test. The cost of the pre-test is Euro 10.430.
3. Endorse the proposal to limit the validity of ICAR certificates of all tested devices to five years from the current unlimited time certification.

Decision: It was duly moved, seconded and carried that:

1. Board endorse that the proposed protocol for material testing of RFID devices will be presented for GA approval in Berlin.
2. The amount of Euro 10.430 is approved for support of the project to verify criteria for acceptable variability of parameters after each environmental test under protocol 10.8.
3. Board endorse the plan to limit the ICAR certification of ID devices to 5 years and propose it to GA approval in Berlin.
4. **Secretary General Report (A. Rosati)**

The Board took note of a report on items not covered by the agendapresented by Andrea Rosati. There was a discussion on how to cover the NAAB proposal to establish NAAB-ICAR codes. This topic was handled in the Aarhus meeting as well. It was not clear why it was on the agenda now and which progress has been made since May of this year. The board requested the Secretariat to prepare a draft letter of agreement between ICAR and NAAB related to the establishment of NAAB-ICAR stud codes, distribute it to members of the Board for comments and to the President for signature.

1. **Groups’ Report (J. Mattison) - Presented by B. Wickham**

Brian Wickham presented a document containing information on activities of ICAR Groups (Sub-Committees, Working groups and Task Forces).

Members of the Board expressed satisfaction with the level and quality of the work of the ICAR technical bodies and contribution of over 160 persons – many of whom are employees of the ICAR Members –who are volunteers actively involved in ICAR programs and activities.

 Establishment of the Accuracy Task Force

Decision: It was duly moved, seconded and carried to establish the ICAR Accuracy Task Force.

However, it is important to include in this activity experts from the SC and WG to incorporate specific aspects according to thedifferent use of ‘accuracy’. The Secretariat was requested to progress terms of reference of the TF with the goal of having the Group report in Krakow 2015.

 ICAR Database and tools

The Board agreed that work on establishing an IT strategy for ICAR should be proceeding and endorsed the work on further improvements in the content and services provided which will require extra time from the Secretariat and external resourcing.

 Group members

The Board endorsed the recommendations presented in the report:

That the Interbull Steering Committee be requested to complete its current review and report back.

That where a member of an ICAR Group is, in the opinion of the Chairperson, inactive, the Chairperson can in consultation with the Co-ordinator remove that person from the Group. In the case of Sub-Committees the Board must approve any removal, as it does any appointment.

That notification of Group vacancies be part of the IT strategy for ICAR. There will be an area on the ICAR website where we identify skills/expertise/knowledge that is being sought by any of the ICAR Groups and a simple *application* form to be filled out by anybody interested. We can then pass these *applications* to relevant chairpersons for their consideration and assessment. If the candidate is suitable they can be appointed. If not suitable, we can send an appropriate response.

That Board member allocation to Groups be reviewed and updated.

That further consultation with Board members and Chairpersons of ICAR Groups take place in the review of strategy for ICAR Groups.

Interbull Data Repository (R. Reents)

ReinhardReents presented a business plan prepared by INTERBULL in pursuance to the Board decision related to the project on the establishment of the INTERBULL Data Repository.The Board endorsed the business plan and commended the INTERBULL Sub-Committee for the preparation of an excellent document. After the meeting of the IB SC on December 9, the SC will have a document containing the financial part and will be sent to the Boardin December.

 Terms of reference of Developing Countries Working Group

The Board endorse the report on activities and future program of the Group presented by BadiBesbes and approved the new terms of reference of the Group.

 ICAR limited lifespan certification of ID devices

Kaivo Ilves informed on the work of the ICAR Sub-Committee for Animal Identification related to limiting validity of all ICAR approval certification of RFID and conventional plastic eartags. The Board agreed to develop a protocol to limit validity of ICAR approval for RFID and conventional plastic eartags. There appeared a need for defining glossary so as to avoid misunderstanding in the application of the procedure. The Board endorsed this program and commended the Sub-Committee for the good work and good working relations with manufacturers.

 Task Force of Breed Federations

The Board appointed M. Shaffer as convenor of the TF; J. Kuçera will represent ICAR in this TF.The President will clarify if any other ICAR appointments will be made to this Task Force.

1. **New members applications (A. Rosati)**

Andrea Rosati informed that since the Aarhus meeting the Board approved full membership of VIT, IT-solutions for Animal Production (Germany) and FEAGAS (Spain - replacing the former member) and the associate membership of Lely industries (The Netherlands) and Rezare Systems Ltd. (New Zealand). He then presented new applications for membership from Impuls(Czech Republic), Romanian Holstein Breeders Association (Romania) and Shanghai Dairy Breeding Centre Co. Ltd (China).

Decision: It was duly moved, seconded and carried that the Board approves full membership to the Breeding Cooperative Impuls (Czech Republic), Romanian Holstein Breeders Association (Romania) and Shanghai Dairy Breeding Centre Co. Ltd (China).

1. **Approval of Certificate of Quality (A. Rosati)**

Andrea Rosati informed that since the meeting in Aarhus the following CoQ have been granted/ renewed:

1. VIT, IT-solutions for Animal Production(Germany): GE dairy and beef cattle.
2. Italian Breeders’ Association (Italy): ID dairy cattle, beef cattle, buffalo, dairy sheep and goats. PR dairy cattle, beef cattle, buffalo, dairy sheep and goats, lab analysis.
3. Slovak Breeding Services (Slovakia): ID dairy cattle, PR dairy cattle, GE dairy cattle, lab analysis.
4. Polish Cattle Breeders (Poland): ID dairy cattle, PR dairy cattle, lab analysis, data processing.
5. ZAR (Austria): PR dairy and beef cattle.
6. Czech Moravian Breeders (Czech Republic): ID dairy cattle, PR dairy cattle, GE dairy cattle, linear classification dairy cattle, lab analysis, data processing.
7. State Agency Agriculture (Latvia): ID dairy and beef cattle; ID dairy sheep and goats; PR dairy and beef cattle; PR dairy sheep and goats; GE dairy cattle, data processing.

On-going auditing is carried out at the following organizations:

France GénétiqueElevage (France)

Danish Cattle Federation (Denmark)

ASR (Switzerland)

CONVIS (Luxembourg)

CIS (UK)

ICBF (Ireland)

SAC/EGENES (UK)

ARC from South Africa has been audited and the report with auditors queries and comments has been prepared and submitted to the organization. The organization informed that the request of the previous auditor is not anymore necessary for the change of the recorded populations. The Board postponed the decision in waiting for the complete documentation.

The Croatian Agricultural Agency (Croatia) was audited and the approval has been placed on the agenda of the current meeting.

Decision: It was duly moved, seconded and carried that the ICAR Certificate of Quality is granted to the Croatian Agricultural Agencyfor:

* ID of dairy and beef cattle, dairy sheep and goats;
* Production Recording in dairy cattle, sheep and goats;
* Genetic Evaluation of dairy cattle and other species;
* Laboratory analysis and data processing.
1. **Update on Annual Session in Berlin (R. Reents)**

ReinhardReents presented an up-date on the ICAR session to be held in Berlin 19-23 May 2014.

1. **Any other Business**

There were no issues raised under this agenda item.

1. **Next meetings (U. Lauritsen)**

The next meeting of the Board will be held on 27-28 February 2014 in Rome.

1. **Adjourn**

Uffe Lauritsen adjourned the meeting and thanked all in attendance for their active participation and contributions.