April 26, 2016

ICAR Chief Executive Report for ICAR Board Meeting
20:00 – 21:00 CET, Tuesday April 26th 2016.
Author: Martin Burke
20 April 2016

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1 Priorities

1.1 **CE and ICAR Team 2016 priorities (as set Dec 2015) are:**

- GenoEx – PSE Implementation Task Force
- ICAR & Interbull Task Force / synergies
- The ICAR "Brand" Project incl. Web/IT Version 2 incl. guidelines overhaul
- Membership – Global Reach/growth
- Building Bridges with Key Organisations – Foster strategic alliances /agreements; IDF; ISO; EFFAB, DG SANCO, ASAD etc.
- Building ICAR's QMS in line ISO 17065 – ICAR ISO accreditation for S-ICAR as a Certification Body (CB) review further in 2016.

2 Financial 2015 and 2016

2.1 **External Auditing Firm**

As recommended by ICAR Financial inspectors, we sent out 'request for quotes' to International Accounting firms to provide an independent audit of our annual accounts in ICAR and Service ICAR. At the time of writing the quotes have not returned. We will follow up and share if received in time for this Board meeting. As this activity was not in the original 2016 budget, the quotes will be presented for Board approval either at this Apr 26th meeting or the next meeting scheduled May 27th.

2.2 **2016 Financials**

CE and secretariat will provide Year to Date (YTD) Actuals vs Budget in May Board meetings as per standard templates.

3 Brand Project Action Plan

3.1. **ICAR Fundament – New ICAR logo, New Strapline and New Descriptor.**

On April 4th 2016, the Schiphol Steering Group were presented with some concepts on proposed new logo and slogan/descriptor. The group gave their feedback and subsequent design revisions were made and a finalised version was brought back to the Group on April 20th 2016. At the Schiphol Group call on the 20th April, the following new aspects of the ICAR fundament were presented and endorsed for Board approval;

- ICAR Logo
- ICAR Strapline
- ICAR Descriptor

Appendix 1. ICAR Presentation

Appendix 2. ICAR Animation

The only open item was one of colour scheme combinations to use in the implementation phase. Please see in Appendix 1. you will find three options of logo + colour scheme. I would like to ask all the Board members to review in advance and individually rank the three options at the meeting, vote your 1, 2 and 3 from these three options (with your number 1 as being your first choice).

Subject to Board approval of the new fundament at this meeting, we will move onto the next phase and get the technical files/artwork delivered, update our trademarks and move on with our 2016 Brand Action Plan. i.e. implementation of standard presentation deck/suite, inc. leaflets, update online/web, etc - to be complete by the end of June 2016.

4 Membership

4.1 Fees 2016

Members Fees' Returns as of 15th April were at 70% of members (combined) and 66% of cash collected. Plan to send reminder in May to members who have yet to pay in 2016.

We will continue to monitor and follow up as required

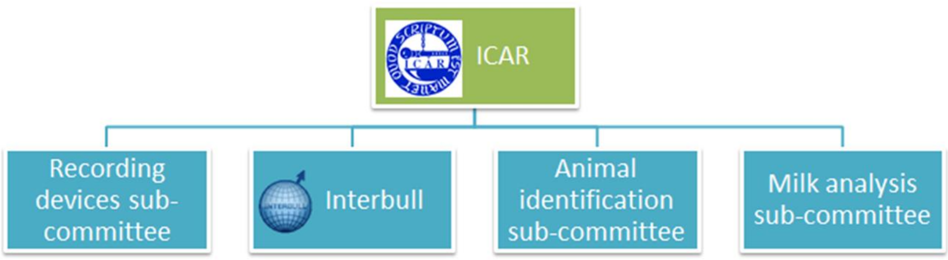
4.2 New Members

One New Member (Full) application is still outstanding since our last ICAR Board meeting, from an Iranian company Aria Sepehr. (Contact: Mehdi Babaei, CEO & Chairman of the Board, Website: http://www.ariasepehr.com).

Action was to request animal count data from this potential new member and based on that decide if they should be 'Full' or an 'Associate' member. At the time of writing the animal detail counts have not been returned to ICAR. If they arrive in time we will share with Board otherwise we propose we circulate our recommendation for approval by email afterwards.

5 Groups Update / Report

Reports from ICAR's 4 Permanent Sub Committees;



5.1 Milk Analysis SC

5.1.1 **S-ICAR PT**: On 19th April ICAR received from Actalia the results and statistical treatment reports (as set out by ICAR's MA SC) for the 27 participants taking part in this ICAR PT. They are currently under editorial review by Silvia and individual reports are scheduled to be sent to participants by the end of the month (April). Service ICAR will issue subsequent invoices.

5.1.2 **S-ICAR & European Milk Recording (EMR)** – S-ICAR in partnership with EMR have submitted a Joint Project application to FTI Horizon 2020.

S-ICAR's primary role is in Work Package (WP) 4 to provide standardisation and certification services to validate the new EMR algorithms for Milk Analysers. S-ICAR also has a secondary dissemination role in WP 5.

After the ICAR Board meeting on March 29th both Hans and CE sent out some further details and asked for some further advice from Board members by April 16th. Specific noteworthy feedback received is as follows;

We have to be vigilant on several points:

> *1. Quality of scientific analysis to be sure that the new method proposed is convenient for us: I suggest to have on the board of the project one member of ICAR laboratory SC to be careful on this point (and participate to the board/executive committee);*
>
> *2. Intellectual property of the results and condition of use by S ICAR if this method is recognize as a good one: the consortium contract is very important;*

The decision on whether the project (titled SIMILAR) will be EU approved or not is expected within 6 months (likely between June-September time frame). If this project submittal gets approved by the EU (20-25% chance success according to Project Leader), then at that time CE and staff will look at the specifics of the agreements, and tackle the IP aspects and a more detailed budget.

5.2 Recording & Sampling Devices SC

5.2.1 **Sensor Data Task Force** – initial discussions have begun between CE, Steven Sievert, Kees de Koning and Brian Wickham on how ICAR should address a response and approach to Sensor Data and Validation of same. Our plan is work on a Terms of Reference document in May and make proposal for a cross functional Task Force to ICAR Board on May 27th meeting.

5.3 ID Devices SC

5.3.1 **Chair** – SC were notified of Ken Evers resignation and that ICAR CE will step in as Acting Chair of ID SC until we recruit a replacement. SC Meeting that was originally scheduled for April 15th has been reconvened for May 12th. CE with Brian Wickham will use the opportunity to review and bolster the make-up of the SC and start the process of recruitment of a new Chair over next 3 months.

5.4 Interbull

5.4.1 **ICAR/Interbull Task Force (IC-IB TF)** – following on from February meetings in Verona, conference calls were held on March 16th and April 18th. Task Force addressing following areas of activity;

1. **Business Services** -mapping overlapping internal processes
2. **Governance** – Roles Responsibilities and Communication Channels - ICAR/SICAR/Interbull + External
3. **Working Group "Connectedness"** – Review for Gaps / Duplication
4. **Synergies –** Opportunities for Collaboration**.**

It was also decided in the upcoming "face to face" ICAR-Interbull TF meeting which is scheduled on the afternoon of May 26th (day before ICAR Board on 27th) that we dedicate half that meeting to address 'process' and the other half to 'governance'. Ongoing progress – aim is to develop a report by PowerPoint presentation at ICAR Chile 2018.

5.4.2 **GenoEx PSE -Implementation Task Force (PSE-ITF)** have an updated proposal for the **GenoEx** PSE Service Agreement Contract (Version 5 – 19th April 2016). See **Appendix 3**.

Goal is to have this Version 5 of the Service Agreement document presented at this April 26th ICAR Board meeting and ask Board members to feedback their comments before 06th May 2016 to the Chair and Secretary of the **GenoEx-PSE** Implementation Task Force (PSE-ITF) (Toine Roozen and Brian Van Doormaal respectively). They will review feedback, incorporate edits and produce a final version for ICAR-Interbull Task Force Approval on May 26th and then ICAR Board approval on May 27th in Amsterdam.

6 ICAR Conferences

6.1 ICAR 2016 Chile:

Weekly conference calls in place with Jorge and local organizer Elizabeth Mora. Programme is up on website (see www.icar2016.cl). Call for Abstracts gone out and Abstracts system is live. Registration is also live but is being improved. Ongoing weekly calls.

6.2 **ICAR 2017 UK:**

ICAR secretariat will begin conference calls with Marco/Mike and Local Organising committee in June 2016

6.3 **ICAR 2018:**

Actions since last Board meeting;

- BW has sent out two surveys to a) ICAR members and b) Sponsors, to solicit feedback on specific location options and potential joint activities. Will report back findings to Local organsising committee (May 04th) and ICAR secretariat.

6.3 **ICAR 2019:**

CE has convened a call on morning of April 26th to kick off the host selection process. Japie, Niels and Bianca were appointed to work with CE and secretariat to review and recommend location for 2019 ICAR conference.

7 Future ICAR Board Meetings

7.1 **Meeting Schedule**

The following table is schedule of meetings for the ICAR Board and the Council of Service ICAR for Jan – June 2016. Please note 2000hrs for all meetings (other than those face to face).

Table 2. Future Meetings: Proposed January – June 2016.

Org'n	Meeting	Date	Start-finish (CET)	Venue	Notes
ICAR	Board	Tue 26/04/2016	20:00 - 21:00	Rome	8:00 in NZ and 15:00 in Columbus, Ohio
Service ICAR	Board	Tue 24/05/2016	20:00 - 21:00	Rome	8:00 in NZ and 15:00 in Columbus, Ohio
ICAR Face to Face	Board	Fri 27/05/2016	09:00 – 18:00	**Amsterdam**	NOVOTEL, Amsterdam City.
ICAR	Board	Tue 28/06/2016	20:00 - 21:00	Rome	8:00 in NZ and 15:00 in Columbus, Ohio

Martin Burke, Chief Executive Date 20th April 2016.