



2016 SERVICE-ICAR SRL Board meeting (March 29th, 2016 from 19h00 to 20h00 CET)

1. Call to order and approval of the agenda

In attendance: Hans Wilmink, Jay Mattison, Kaivo Ilves, Laurent Journaux and Marco Winters.
From the Secretariat: Martin Burke (CE), Brian Wickham, Juhani Maki-Hokkonen, Milan Zjalic, Elena Couto, Andie Dimitriadou, Silvia Orlandini, and Cesare Mosconi.

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

2. Approval of the minutes of 19th January, 2016

MOTION: It was duly moved, seconded and carried that the minutes of 19th January, 2016 are approved as presented.

3. Matters arising

No matters arose.

4. CE Report

4.1. Financial

The CE presented the Balance sheet, Income Statement 2015, Explanatory notes and Inspector's report. Following some discussion it was decided that the documents will be deposited as presented to the Italian Tax agency.

ACTION item: Submit as required to the Italian Tax agency but according to the suggestion in the Inspector's report, the Board requested some quotes and timing for an external auditing. The 2015 will be adjusted/amended, if needed, and duly approved following this audit.

MOTION: The Board will approve the 2015 financial statements following the external auditing.

Martin Burke presented the 2016 budget (already approved in 2015) and informed that a follow-up budget for the first quarter (Jan.-April 2016) will be presented at the meeting in May. Hans Wilmink and Jay Mattison asked for a more detailed presentation by items YTD with comparison to previous year. Marco Winters enquired if services expenses line items covered human resources but CE explained staff costs were accounted for separately in their own line item.

ACTION item: The Secretariat will use the YTD with comparison to previous year form (standard) to present the follow-up budget in May.

4.2. Legal

The CE informed that the new format of agreement with manufacturers is ready and will be used from now on as umbrella agreement and only the annex for each request will be signed.



4.3. S.I. "Service Providing" Groups - Updates

Milk Analysis SC

S.I. PT: The activity of Proficiency Test is now under control of S.I. The first round was launched on 8th March with participation of 27 laboratories. Once results are back the PT reports will be sent from S.I. with subsequent invoice.

S.I. and EMR (EU SIMILAR Project): Martin Burke informed about the submission of this proposal to EU on 15th March 2016. The previous EU project was SOLID which will finalise on 31st March 2016; the CE attended the final meeting in Brussels on 22nd March.

In the new proposal S.I. is partner with EMR (co-ordinator) S.I. primary role will be in WPs 4 to provide standardisation and certification services to validate the new EMR algorithms for milk analysers, and in WP5 dissemination. The details of the budget are in appendix 6.

The CE informed that final decision will be in late summer / autumn 2016 and for this reason will have little or no impact on 2016 budget.

Jay Mattison said he was unhappy with the process whereby the project had been submitted before the Service ICAR Board had a chance to review the budget. CE explained our intention was to share the project document and budget well in advance but it was only received from ERA Project leader on 08th March. It was circulated to SI Board as soon as Secretariat completed budget aspects on March 14th, which did not leave enough time - not desirable – it was agreed we would also discuss and seek input on the project with the whole ICAR Board.

ACTION item: Following some discussion it was decided that the SI and ICAR Board members will send further questions and feedback to the Secretariat in April via email to clarify any details of the proposal.

Animal Identification SC

The new page on the web site has been settled as requested by the SC. The Secretariat is promoting the new services, and sending out information on re-certification and environmental tests. In April a letter will be sent also to the device certification and validation services for policy makers (Competent Authorities).

InterBull SC

The Board decided to take this item at the full ICAR Board (PSE-ITF and ICAR/Interbull TF).

InterBeef

The CE and T. Roozen attended the two days meeting in Salzburg on 8th and 9th of March. It was decided to update the Code of Practice on Interbull web site with simultaneous update/link to the ICAR Guidelines Section 9 which needs also updating.

The chair of the WG is working with Australia with view to signing up and plan is to have Australia on board by June 2016.



4.4. Future ICAR and S.I. Board meetings

The schedule of future meetings was confirmed as presented and next meeting will be on Tuesday 24th May at 20h00 CET; same week as Amsterdam for ICAR Board.

5. Any other business

No other business.

6. Adjourn

The meeting was closed on at 20h00.