# 2016 SERVICE-ICAR SRL Board meeting (July 19th, 2016 from 19h00 to 20h00 CET) Conference call

1. Call to order and approval of the agenda

In attendance: Hans Wilmink, Jay Mattison, and Laurent Journaux. From the Secretariat: Martin Burke (CE), Charl Hunlun, Milan Zjalic, Elena Couto, Andie Dimitriadou, Silvia Orlandini and Cesare Mosconi.

**Apologies:** Kaivo Ilves and Marco Winters, and Brian Wickham (staff).

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

2. Approval of the minutes of 27th May, 2016

**MOTION**: It was duly moved, seconded and carried that the minutes of 27th May, 2016 are approved as presented.

3. Matters arising

No matters arose.

4. CE Report

4.1. <u>Financial</u>

As agreed during the last Board meeting, the CE contacted the international firm Deloitte to request an advice consultancy with respect to the structure and reporting of the accounts. The quote offered is similar to the one received for the external auditing. Deloitte had an interview with Elena Couto in the office and a skype is scheduled for July with Martin Burke to define the whole process. According to their plan the new templates and software for internal use will be ready to be used in September for the presentation of the 9 months follow-up budget. Laurent Journaux had sent a contact in Italy but the Secretariat confirmed that costs for a local firm are similar and the Board prefers to go with international firm. Jay Mattison suggested to put a limit to the expenses for this activity and to try to maintain as low as possible the total cost.

**Action:** Martin Burke will confirm final quote and put a maximum cost for this consultancy with Deloitte.

4.2. <u>S.I. “Service Providing” Groups - Updates</u>

The CE did not give specific information under this item to avoid duplication and to save time as it will be presented also to the ICAR Board later today.

<u>Milk Analysis SC</u>

Martin Burke informed that the EU project submission of SIMILAR failed at this first stage. The CE proposed to go ahead with the re-submission of the project. He will inform the Board when feedback comes through the coordinator.

The next PT Round test is scheduled in September. The Secretariat circulated a survey and following the good feedback received extra parameters will be added to this second round. A full update will be given to the ICAR Board later today.

Identification Devices SC

Martin Burke informed that the call for nominations for Chair of the SC was closed on 1st July and unfortunately there were no applications. The concern is not only about the new chair, also about the members of the SC. The CE and Brian Wickahm will escalate priority to fill this key position. Next week the CE will have a meeting in Madrid with the Spanish member and will try to attract new members for the SC.

Hans Wilmink underlined the importance of this SC for S.I. revenue also.
For the time being the CE will continue to act ad interim. A meeting took place on 30th June to discuss the release of the validation procedure, the ring test SOP, and the UHF technology group information.

On 27th July a meeting with some key manufacturers will take place in Amsterdam (later has been decided to be in Milan) to review with them the validation process.

**Action**: CE and Groups Coordinator to revisit the roles and responsibilities of the Chair and within the ID SC - escalate chair recruitment

Recording and Sampling Devices SC

The CE did not give specific information under this item to avoid duplication as it will be presented also to the ICAR Board later today.

Interbull SC

i) GenoEx PSE Implementation Task Force

The CE presented the final version of the Agreement amended according to last recommendations from the Board for endorsement. Jay Mattison found difficult to have an agreement in three parties and also the definition of the fee (S.I. will collect the money and have the risk) and intellectual and software property.
Following the discussion it was decided to discuss the final endorsement with the full ICAR Board. The meeting agreed this is not the best solution but at this stage it would be counterproductive to stop the whole process. Maybe a new version can be produced following discussion also with the TF ICAR-IB and Reinhard Reents.

**Action**: President and CE will bring the matter of this tri-party agreement to the whole ICAR board for decision.

ii) GenoEx PSE conditions of €60k investment

The CE will review with SLU the situation of software/hardware procured; ownership/IP question, and profit sharing for S.I.

**Action:** Secretariat to prepare documentation for CE who will contact SLU in the form of a letter.

4.3. Future ICAR and S.I. Board meetings

The schedule for the next meetings was approved as presented in the CE report. Next meeting will be in conference call with new platform ZOOM on Tuesday 20th September 2016 at 20h00 CET.

**Action:** The Secretariat will send a short explanation how to join the meeting with the new platform ZOOM.

5. Any other business

No other business.

6. Adjourn

The meeting was closed on at 19h45.