MINUTES ICAR BOARD

ICAR Board meeting (Puerto Varas, Chile)

DATE 23RD OCTOBER 2016
TIME 9H00 TO 13H00

1. Call to Order & Approval of Agenda

In attendance: Hans Wilmink, Jay Mattison, Laurent Journaux, Bianca Lind, Japie van der Westhuizen, Bevin Harris; Niels H. Nielsen; Jorge Lama; Kaivo Ilves, and Marco Winters; inspectors: Josef Kuçera and Neil Petreny; staff: Martin Burke (CE), Cesare Mosconi, Charl Hunlun, Brian Wickham, Silvia Orlandini, Andie Dimitriadou and Elena Couto.

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

2. Approval of the minutes

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

3. CE Report

3.1 Golden Rules

Regarding the "Golden rules" Hans Wilmink informed these will be reviewed at the end of this session and decide if there is a need to maintain them or not.

3.2 Priorities

The CE indicated that some of the priorities were met during the year, other are ongoing and new priorities will be decided for the next 6 months.
Neil Petreny asked about how to measure success of the activities? Martin Burke indicated as part of the 2017 Plans and Goals setting he will prepare a "one pager" of Goals for the year. Goals will be SMART (Specific, Measureable, Attainable, Realistic and Timely).

Action: CE and Secretariat to draft 2017 Goals for Board members view and discussion.

3.3 Update on action items from previous ICAR Board meeting(s)

CE is continuing to track and progress the following four ongoing areas for action from last Board(s) meetings:

- EU Genetic reference centres for genetic evaluations. The CE and Laurent Journaux are in contact with DG Sante A. Fuessel.
- MASC – X. Massart is resubmitting the EMR project on 29th October 2016.
- DNA Wet lab (biosamples) and DNA dry lab (Data center) accreditation – need to recommend fee structure for both services for 2017 at the November/December meeting.
- ICAR2020 – CE will convene a conference call in December with the Group.

3.4 Financial reporting

ICAR:

Martin Burke presented the balance sheet and profit and loss accounts by 30th September 2016. The existing forms were reviewed and endorsed by Deloitte as being in line with International Standards.

Neil Petreny asked about the possibility of having cash invested in short terms. The CE is looking to the cash flow management tool and then will inquiry with the bank (BNL). Hans Wilmink recalled he was not happy with previous investment, and it is important to look to guarantee capital investment. In his view it should be better to look to services which brings more members, a sort of internal investment.

ICAR 2017 Budget - The CE presented the draft budgets for ICAR for 2017.

Marco Winters appreciated the good margin and to have new activities. Hans Wilmink suggested to add a line with “projects” and change the wording from “staff and consultants” into “secretariat staff management”.

Motion: It was duly moved, seconded and carried that the ICAR 2017 budget is approved as presented (with the above wording changes) and will be submitted to the General Assembly on 26th October for final approval.

Service ICAR:

The CE presented the S.I. balance sheet and profit and loss accounts for the same period (September 30th 2016). The Board requested a space in the restricted area to have the possibility to follow-up the accounts and trend.

With the tool developed by Deloitte for S.I. we are now independent and can adapt it to the needs of both S.I. and ICAR.

The Secretariat will report quarterly to the Board.

Service ICAR 2017 Budget - The CE presented the draft budgets for Service ICAR for 2017. The ICAR board as General Assembly of S.I. requested more back up material/ explanatory information for key line items of the proposed 2017 budget

Action: The Secretariat to prepare supplemental support material for Board's view – CE will review setting up a page for financial information in the restricted area of the Board (security needs reviewing) which will contain the back-up material for line items in budgets – e.g. Lab costs etc.

Motion: It was duly moved, seconded and carried that the Service ICAR 2017 budget is approved as presented.

3.5 Membership

Martin Burke presented the 2016 fee situation. The exposure for bad debts in 2017 for the two years arrears fees (2015 and 2016) will be €18,698.43 Euro, but the Secretariat will continue to work on those next months.

Action: The Secretariat to follow-up with ACHA (Argentina) and Ecuador and Josef Kuçera to contact the Romanian Holstein Federation.

3.6 Board membership

Jay Mattison informed there was only one candidate from Canada who applied to be Board member (Daniel Lefebvre).The proposal is to go forward to the General Assembly with this nomination. Neil Petreny made a short presentation of the candidate and Hans Wilmink appreciated the impressive CV and considered this nomination will provide a good added value to the Board.

MOTION: It was duly moved, seconded and carried that the application of Daniel Lefebvre is approved and will be submitted to the General Assembly for final approval.

3.7 ICAR-Interbull Task Force

Martin Burke presented a report on the actions and outcomes planned by the TF. Laurent Journaux asked to check in this group if ICAR or Interbull are working with ISAG, specially with new EU regulation and the potential candidature to be reference body as genetic evaluation. Hans Wilmink confirmed this will be in the agenda of the TF.

The CE informed that the most important issue now is to finalise the agreement ICAR-SLU. Hans Wilmink explained the TF will need some more time to finalise and asked the Board to agree to extend it until Edinburgh in June 2017. The main issue for coming months will be governance. The objective is to look for more transparent models and the role of ICAR serving the clients.

Hans Wilmink asked the Board to a) extend also the mandate to Marco Winters who is leaving the Board now but is member of this TF and b) co-opt Brian Wickham as a resource to support the contracts review tasks in the TF.
Kaivo Ilves said Interbull brand is very strong, but when we are talking about certification not all people from Interbull and Interbeef are aware about it. Hans Wilmink informed that the TF will discuss also about process of visibility of the brand, names and logos in its communication.

Motion: It was duly moved, seconded and carried that the Task Force will continue until June 2017 and Marco Winters is confirmed as member of the Task Force for this extension period and that Brain Wickham will support in terms of contracts reviews
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3.8 ICAR Sub-Committees and Working Groups

<u>MASC</u>
The CE informed that the results of the September PT were distributed first week of October with some 42 laboratories participating from all 5 continents.
Silvia Orlandini was happy with this new activity and with the increase of participants in the second round. In December a round with new parameters will be organised to improve the farm management.

<u>ADE WG</u>
The ADE WG reviewed their activities and a report was shared with the Board. All agreed that Data Exchange is an area of great interest for ICAR members and that the WG should continue its work. The Board asked that the ADE WG set some achievable goals / practical steps in 2017.

Action: Brian Wickham and Martin Burke to review the practical goals for the ADE WG for 2017.

<u>ID Devices SC</u>
Martin Burke is still acting as chair of the Sub-Committee; he approached the ICAR Member NLIS from Australia who nominated Joanne Quigley.

Motion: It was duly moved, seconded and carried that Joanne Quigley is now a member of the Sub-Committee for Animal Identification.

<u>Sheep and Goat</u>
The CE explained that together with Brian Wickham they are in the process of appointing members to the three associated Expert Advisory Groups (EAGs) which will advise the new "umbrella" WG for Sheep, Goat and Small Camelid.

Motion: It was duly moved, seconded and carried that Jean-Michel Astruc is the Chair of the Working Group Sheep, Goat and Small Camelids.

Other Groups update

DNA Working Group formation

There is not yet a chair proposal; the CE and Brian Wickham will work on this during the week in Puerto Varas and revert to the Board.

3.9 ICAR Conferences and next schedule meetings

Next Board meeting will be on 26th October after the General Assembly. The rest of the schedule until the Session in Edinburgh was approved as presented. Marco Winters advised that the Board in Edinburgh will be on Monday 12th June and not on Sunday.

3.9 Golden rules

There were no comments on the Golden Rules but agreed they were important and Board agreed to continue to observe.

4. Any other business

Hans Wilmink thanked on behalf of the Board and the staff Marco Winters who finalised his second term as member of the Board for his support and valuable work.

5. Adjourn

The meeting was closed on at 12h30.