THE GLOBAL STANDARD FOR LIVESTOCK DATA

MINUTES ICAR BOARD

ICAR Board meeting (Auckland, New Zealand)

DATE 7TH FEBRUARY 2018
TIME 8H00 TO 12H30

1. Call to Order & Approval of Agenda

In attendance: Jay Mattison (President), Niels H. Nielsen, Kaivo Ilves, Hans Wilmink, Daniel Lefebvre, Laurent Journaux, Japie van der Westhuizen, Bevin Harris, Jorge Lama, and Bianca Lind. Inspectors: Josef Kuçera and Neil Petreny. Staff: Martin Burke (CE), Cesare Mosconi, Andie Dimitriadou, Silvia Orlandini, Charl Hunlun 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 30th November 2017 are approved as presented.

3. Matters arising

Martin Burke will do a follow-up on DHI mini workshop from Nov 30th, but not for today, rest is covered in the agenda.

3.1.Priorities

Martin Burke presented the list of priorities with the indication of what has been done or is still ongoing, and the priorities for 2018.
In what concerns the accreditation of the laboratories for DNA, Laurent Journaux pointed out the situation in France where many laboratories follow other accreditations. The discussion was around the need to clarify this ICAR service from a wording point of view. Accreditation in some countries means recognition by the only body who can do it. Martin Burke informed about the discussion he had in Geneva with ISO, their recommendation was that it is up to ICAR to decide, but in any case, the contacts with Acredia are going on and ICAR one day getting ISO 17065.

Laurent Journaux informed that beginning of March there will be a meeting of the Council Working Group for animal breeding where Interbull is invited to present their activities in Brussels.

Jay Mattison gave some background on the 'Global Dairy Platform' from IDF which is formed by several companies and associations; they do projects and worked with commercial entities and

NGOs. Martin Burke will work with Jay around an opportune time to visit with them about ICAR's work.

About beef, Laurent Journaux reminded that in the past there were more contacts with BIF (Beef International Federation); maybe it will be interesting to reactivate the contacts with them. Elena Couto confirmed there was an Agreement signed in 2003 but there has been no follow-up.
Laurent Journaux also pointed out that FAO was not listed among the organisations to collaborate with; some groups are linked to animal production division.

Action: Martin Burke and Secretariat to follow up contacts with Acredia, GDP and BIF.

3.2. Standard Operating Procedures (SOPs) and Terms of References (ToRs)

Martin Burke presented the last version of financial SOPs reviewed with the Financial Sub Committee (FSC).

The final version of Terms of Reference (ToR) for FSC was presented for endorsement. It was suggested and agreed at the meeting that we should change the recommended number of members in the FSC to be between 3-5.

Jay Mattison thanked the FSC, Martin Burke and staff for the good work done.

MOTION: It was duly moved, seconded and carried that the ToR of FSC are approved as presented (with the change to the recommended number of members in the FSC to be between 3-5). The Board also asked the CE to put the SOPs as presented on file.

The last version of ToR of Human Resources (HR) Committee was presented and discussed. The President underlined this as a key document for good practices and recommended to keep a low number of members; the meeting agreed number of members 3-5. It will be also important as an SOP for the staff. Martin Burke will discuss with the HR Committee about the next steps.

MOTION: It was duly moved, seconded and carried that the ToR of HR Committee are approved as presented (with the change to the recommended number of members in the HR SC to be between 3-5).

Action: Martin Burke to define next steps with HR Committee (President will approach selected board members to convene in next weeks.

3.3 Financial Reports 2017

Martin Burke presented the financial statements of 2017. There was a discussion about the format prepared by the FSC. The meeting considered this new format more transparent and easy to read.

MOTION: It was duly moved, seconded and carried that the financial statements 2017 are approved as presented.

The Inspectors proposed to the Board to present to the General Assembly the financial statement only with the reference to the previous year and without budget. Same for the financial notes, some of the details should be removed.

Action: Neil Petreny will prepare with Elena Couto last modified version and she will send to the Members in advance by email the financial statements and notes.

3.4 Board elections/succession

Second Mandates: Martin Burke informed that the Secretariat received the supporting letters for the second mandate of Bianca Lind, Niels H. Nielsen and Laurent Journaux.

Extension of Board members/financial Inspector: In addition, there were also supporting letters for the extra two years mandate of Jay Mattison and Kaivo Ilves, and for the Inspector Josef Kuçera. The Board proposed Neil Petreny who accepted, to extend his mandate one more year, until 2019, to allow a better transition.

New Board Nominees for General Assembly Election: Hans Wilmink informed the Board he resigns in CRV in April 2018 and also resigns during this session in ICAR, one year before the expiry date of his second mandate. The Board thanked Hans Wilmink for the work done and his engagement with the association.

The Secretariat received two applications for Board Elections: Frido Hamoen, from CRV, The Netherlands, and Antonio Martins, from ANABLE Portugal.
The Board appreciated the applications received and with two vacancies available, will present these two applications to the General Assembly on Feb 10th 2018.

Governance: The Board decided to create a Governance Committee to review the Statutes and fix any discrepancies, e.g. last moment proposals of Board member during the General Assembly, among others. Depending of this Committee, there will be a Sub Committee to set up rules and recommendations for the election process of Board members, and to define the profiles, roles, and obligations. Bevin Harris underlined the difficulties in finding capable persons some time due to the expenses involved in attending the meetings. The Nomination committee should be a sub-group if neccessary.

Action: Jay Mattison will approach selected Board members to be part of this Governance committee with one of the first tasks to define its terms of reference.

3.5 Awards

For the President Award, Jay Mattison and the Committee of Kaivo Ilves, Hans Wilmink and Niels Henning Nielsen proposed Steven Sievert, chair of the Sub Committee for Recording and Sampling Devices.

Awards 'ad hoc' board group: The President asked Kaivo Ilves and Martin Burke to help him to review and revise all the criteria for the various ICAR Awards in 2018.

Action: Award Committee to start review criteria and report back to the Board with new awards program.

3.6 Membership

Martin Burke informed about two applications received for full membership: ABRI-BreedPlan from Australia, who signed also the InterBeef agreement, and Latvian Holstein Federation from Latvia.

MOTION: It was duly moved, seconded and carried that ABRI-BreedPlan and Latvian Holstein Federation are accepted as full members.

Kaivo Ilves suggested to work on definition of full and associate members to define better their role. After short discussion, the Board requested Martin Burke to prepare a summary with current definitions for start working.

Action: The Secretariat will prepare a summary and proposal to start working on new definition for discussion at the March Board meeting.

3.7 Victoria Agricultural Services Patent / EFFAB Patent Watch

Bianca Lind gave a short update on the case of the patent about making genomics breeding evaluation. She informed that Reinhard Reents participated in the conference calls. The patent has not been granted in the EU and it is in EU second round. She informed that EFFAB is working on a second Third Party Objection submission based on the USA objection and will request around 2.000 Euro to ICAR for legal expenses.

3.8 Topics for draft plan work

Jay Mattison advised about the importance to talk about priorities for 2018. Each priority should have its own plan of work with dates etc. in a table format. Neil Petreny suggested to have two different lists: one focus on customer or member interests and the second for internal or administrative matters.

ICAR and service statement of purpose. Jay Mattison informed about the need to have a statement of purpose of what we do, with a strategic plan and work plan. There is a need to communicate well inside and outside ICAR

Action: The Secretariat will develop this Plan of Work and report back to the Board.

3.9 Miscellaneous

LOC NZ 2018 Bevin Harris gave an update on behalf of the LOC with indications about number of participants, countries, and facilities. He underlined the good synergies in having these meetings together.
Brian Wickham informed that probably WGCALP 2022 will be in the Netherlands, but Hans Wilmink did not consider the possibility to move 2020 to have a joint meeting as bookings and information are already done and circulating.
Brian Wickham also explained the advantages about the use of an app during the Conferences and the possibility offered to set up meetings with other people during the conference.
Bianca Lind considered time is maybe too long to stay away, but Brian Wickham explained this was a specific request received through the different enquiries.
Jay Mattison thanked the organisers for the great effort.

Groups Chairs Meeting Preparation: Topics and questions for specific groups in chair's session. Jay Mattison proposed to have a format for questions to the chairs during the session because of short time. In the session with chairs the meeting agreed to ask them if they need more resources, funding, support. He also reminded that main difference between SC and WG, is that the first is more linked to services and the second more focused on Guidelines.

ICAR 2021 Location? Martin Burke advised on having a small Board Group to review suitable location/hosts to organize the 2021 ICAR Conference. It was decided the Group would be made up of Bianca Lind, Japie van der Westhuizen and Jorge Lama to make recommendations and report back to the Board.

Martin Burke presented the schedule for next Board meetings in 2018. The dates and timing for the conference call was agreed. For the face to face meeting the date will be end October or beginning of November. To be discussed and decided at the next meeting.

3.10 AOB

General discussion about guidelines and if we want to go to best practices instead of minimum standards. The Board decided to take this point during the meeting with chairs.

The DNA Working Group send an update of the for information. Martin Burke agreed ICAR does not want to duplicate certifications or accreditations. The CE will talk to the chair of the Working Group, Brian van Doormaal, no other Board action needed at this point.

3.11 Adjourn

The meeting was closed at 12h00 and continued restricted to the Board members.