



MINUTES ICAR BOARD

ICAR Board meeting (conference call)

DATE 29TH MAY 2018
TIME 20H00 TO 21H00

1. Call to Order & Approval of Agenda

In attendance: Niels H. Nielsen (Chairman), Daniel Lefebvre, Laurent Journaux, Kaivo Ilves, Antonio Martins, Jorge Lama, Frido Hamoen, and Bianca Lind. Inspectors: Neil Petreny and Josef Kučera. Staff: Martin Burke (CE), Cesare Mosconi, Brian Wickham, and Elena Couto.

Apologies: Jay Mattison, Japie van der Westhuizen, Bevin Harris, Andie Dimitriadou, Charl Hunlun, and Silvia Orlandini.

In his absence, the President, Jay Mattison, asked the Vice-President Niels H. Nielsen to chair the meeting.

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 24th April 2018 are approved as presented.

3. Matters arising

Martin Burke informed that the matters arising are detailed in the Chief Executive (CE) report for discussion during the meeting.

Chief Executive report

3.1. Priorities

The CE referred to the Goals/Objectives listed in his report and informed that activities are going on in line with priorities identified.

3.2. Update on action items from previous meetings

EU DG Sante

Toine Roozen, Director of Interbull Centre, sent an update about the meeting of Interbull with the Zootechnical Committee of the European Commission held in Brussels in March 2018. There is a short document available on the web site for Board information. Any question could be sent to the CE or Toine by email.



Victoria Agricultural Services (VAS) Patent

Bianca Lind got the contacts for the French Seed industry from Laurent Journaux and there was a call with them. They were interested to ICAR strategy and next steps. At the moment there is no further update. For next call EFFAB group, Jan Venneman and Reinhard Reents will be involved. The Patent could be granted only for animal, a combined objection is difficult. Bianca Lind informed also that Jan Venneman will retire in July.

DHI Future Projects Review

The CE informed about good discussions in London last week during a meeting of the Task Force (TF) ICAR-Interbull. Nothing special to report at this stage. The President will inform the Board on any outcomes at a later stage.

Board Committees and *ad hoc* Groups

- Human Resource (HR) Committee – The CE will set up a zoom in next month to start the process.
- Governance Committee – The President approached the Board members to form this Committee and will ask them to define the Terms of Reference (ToR).
- Awards Review *ad hoc* Group – The President, Kaivo Ilves and the CE will review and revise the criteria for the various awards in time for Prague 2019. A first call is scheduled for late August or early September 2018.

Action: The CE to set up a call for the HR Committee in June and for the Award Review Group end of August or early September.

Membership review

The CE is working with the staff on members categories. A first call took place on 10th April to define and categorise member's activities, follow by another call on 15th May. The Secretariat is crossing the information stored in the data base in line with Certificate of Quality (CoQ) activities.

3.3.Finance Sub Committee (FSC) update

The CE informed about the meeting with FSC held same day at 15h00.

Regarding Quickbooks on-line, the contract has been signed. The proposal is to have all the accounts of 1st and 2nd quarter processed with Quickbooks and Main Office (current software used by Italconsultants) to allow a double check and compare the results in early July 2018.

The 'Risk register' started with a first draft presented today to the FSC. The document prepared is based in the 'Traffic light' system. The discussion was around using the risk register only for financial or also for business. It was agreed to change the document title from 'financial' to 'business' risk register so the scope is wider and will also consider risks such as cyber, industry consolidation, members stability, etc. The risk assessment will be for Board review and



consideration. This document could be part of the preparation in October/November of the annual budget.

The CE will prepare a new 'business' risk register and share with FSC at the next conference call, then will report to the Board.

A first draft of Job description, like those in use for other positions in ICAR, for the Inspectors and external auditors was discussed by the FSC. The proposal is to use better time and resources involving internally in the control of the accounts bookkeeping or accountants from one of the Member associations, who will report to the Inspectors as they will always have the final responsibility. This control could be done electronically or using the available tools from Quickbooks of access. The FSC asked Martin Burke to prepare for the next call a second draft with exact process we want to have, timing, costs, etc. The final document will be shared with the Board when finalised.

3.4.Group updates

Animal Identification SC

The chair of the SC Jo Quigley is now back after maternity leave. A call of the SC was held on 22nd May to review the field trials protocol, the ring test laboratories, and the laboratories technology meeting.

The CE informed about a new application for Associate member from a manufacturer, Shanghai Yutai Information Technology Co. Ltd. from China. He also informed that Datamars take over Tru-Test and will be now present also in the recording devices business.

Recording and Sampling Devices SC

Steven Sievert, chair of the SC, held a meeting with the test Centres on 17th May 2018 to review the test underway, the air admission testing protocol, the carryover testing protocol, the tests protocol for AMS system, and to schedule a Test Centres workshop in July 2019 in The Netherlands.

The next meeting of the Sensor TF is scheduled for 8th June 2018.

The CE informed that Andrew Fear resigned from the SC as he left the Livestock Improvement Centre (LIC), New Zealand. The CE and the chair of the SC are looking to replace his position on the SC with member representative from Oceania region.

Action: Steven Sievert and CE will provide a project update to the Board and Chairs meeting on June 19th 2018.

Milk Analysis (MA) SC

The CE approached Tony Craven from National Milk Records (NMR) from UK to join the MASC but he was informed that he left NMR and the industry. The CE and Silvia Orlandini continue to follow the SC and to look for potential new members and chair.



The CE informed there were some issues with Actalia during the last Proficiency Test; he will discuss separately this item with Laurent Journaux.

Action: Martin Burke to review with Laurent Journaux and Philippe Trossat of Actalia in June.

Interbull

The CE informed that the President will report to the Board on the meeting held in London on 24th and 25th May 2018. There were good points discussed on governance. Kaivo Ilves asked if the review of membership in ICAR will include Interbull. The CE clarified that Interbull has no members, they have customers who has to be ICAR members to access to the service. The review is looking to existing members and clients to make the difference, same as for other services.

The CE confirmed that GenoEx-PSE will be launched on 1st June 2018. The organisations interested in joining the service are required to be an ICAR accredited DNA Data Interpretation Centre.

The list of the upcoming Interbull meetings is detailed in the CE report.

Certificate of Quality

The following auditors' reports have resulted in a renewal of the CoQ after the visit audit for the following ICAR Members:

- Bundesverband Rind und Schwein e.V. (Germany)
- ProAgria (Finland)
- National Animal Breeding Centre (Poland)

The Asociatia Crescatorilor de Vaci Baltata Romaneasca tip Simmental was granted with the CoQ after the visit audit.

The Polish Federation of Cattle Breeders and Dairy Farmers passed the Consultative Review and was granted with CoQ for the new field of Linear classification/scoring.

To simplify the procedure this is for information only, auditor's reports are available to Board on request.

The CE express his thanks to all the auditors for their time and professional expertise in conducting these audits.

Guidelines Section 1.0

The CE made modifications/clarification as per input from Board at the previous meeting and circulated by email. There were no further comments, so the Secretariat will bring forward for adoption to the Members.

Action: Secretariat to place on Web site last version and circulate advise to Members.



3.5.ICAR engagement update

Taiwan

The CE informed about the conference call arranged with the representative of Taiwan and Charl Hunlun to discuss about the invitation to ICAR to attend their meeting in September 2018. The CE has decided that due to lack of real engagement from Taiwan that its best at this late stage to postpone any workshop for this September and will revisit with the member again in future as required.

World Bank (WB)

The CE informed that ICAR has been assisting the WB in a project called 'Enabling the Business of Agriculture'. He has sent an introductory email to these ICAR members who the WB are interested on. The WB will then follow-up with the questionnaire. Some of ICAR's members countries will be approached by WB to partake in the survey.

3.6. ICAR Conferences

2018 New Zealand

The After-Action-Review (AAR) took place on 21st May 2018 with the participation of the Local Organising Committee (LOC) for 2019 to allow transfer of learnings from LOC2018.

2019 Prague (Czech Republic)

The dates for the ICAR Conference are from 16th to 21st June 2019, starting on Sunday 16th with the Board meeting, Monday and Tuesday meetings of the Groups, and from Wednesday to Friday the ICAR Conference.

The IDF Analytical meetings will start on Friday 21st June til Tuesday 25th June 2019.

ICAR and LOC2019 have signed the Conference agreement in February 2018.

The regular calls with the LOC2019 will start in Summer 2018.

2020 Leeuwarden (The Netherlands)

The dates have been confirmed by the LOC from 7th to 12th June 2020. The initial programme is under discussion with LOC2020, ICAR and Interbull. The Director of Interbull will be part of ICAR Team to liaise with LOC2020 as programme is prepared.

On 7th June 2018 a meeting of the LOC2020 is scheduled and Hans Wilmink will report back about the signature of the Conference agreement.

ICAR 2021 and 2022

The Committee formed by the CE, Bianca Lind, Japie van der Westhuizen and Jorge Lama had a conference call on 14th May to discuss options for both 2021 and 2022.

The CE informed that some prospective hosts have been approached and discussions are happening within countries. Next call is scheduled for 25th June. The CE will report back to the Board at the August meeting.



3.7. Future ICAR and SERVICE-ICAR Srl meetings

Martin Burke informed that, according to the discussion in Auckland, Bianca Lind sent a proposal to hold the face to face Board meeting in Gottingen, which is closer to Hannover for those interested in attending the EuroTier.

Jay Mattison informed the CE he would prefer the meeting in Frankfurt to facilitate those coming only for the Board, as the airport is better connected.

The Board agreed to have the meeting in Frankfurt on Monday 12th November all day and Tuesday 13th November until lunch time. Bianca Lind already informed she will not be able to attend the meeting on Tuesday as she must be at the EuroTier.

The proposal to the participants is to arrive on Sunday 11th to start Monday at 8h30.

The rest of the conference calls were confirmed as presented by the CE.

Action: Bianca Lind will send to the Secretariat proposal for accommodation in Frankfurt.

3.8.AOB

No other matters.

3.10 Adjourn

The meeting was closed at 21h35 and continued restricted to the Board members chaired by the President, Jay Mattison.