



MINUTES ICAR BOARD

ICAR Board meeting (conference call)

DATE 26TH JUNE 2018
TIME 20H00 TO 21H00

1. Call to Order & Approval of Agenda

In attendance: Jay Mattison (President), Bevin Harris, Niels H. Nielsen, Daniel Lefebvre, Laurent Journaux, Kaivo Ilves, Jorge Lama, Frido Hamoen, and Bianca Lind. Inspector: Josef Kučera. Staff: Martin Burke (CE), Cesare Mosconi, Brian Wickham, Andie Dimitriadou, Silvia Orlandini, and Elena Couto.

Apologies: Japie van der Westhuizen, Antonio Martins, Neil Petreny, Charl Hunlun.

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 29th May 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 updated table with Goals/Objectives listed in his report and informed that activities are going on in line with priorities identified. He requested the Board to send email if there is any additional information/clarification needed.

3.2. Update on action items from previous meetings

Victoria Agricultural Services (VAS) Patent

The CE asked Bianca Lind to report about the call held on 11th June with participation of Reinhard Reents. She explained that the patent has been granted in EU and needs now to be translated into all languages. A new objection is under preparation looking for right arguments necessary to reach the objection. This will be very important as some people before at the EU Patent Office did not think the arguments presented before were right and strong enough.



DHI Future Projects Review

The CE is working with Steven Sievert to put together a summary for submission to the Board in July based on the discussions of the November 2017 and May 2018 meetings and exchanges with Board members.

Board Committees and *ad hoc* Groups

Human Resources (HR) Committee

The President approached selected Board members and the CE has circulated a doodle for a conference call in the next month.

Action: The CE has circulated a doodle for a conference call in July, follow up and select date/time.

Governance Committee

The President informed that Daniel Lefebvre agreed to chair this Committee. He will approach selected Board members to form this Committee with first task to define the Terms of Reference (ToR).

Awards Review *ad hoc* Group

The President with the CE and Kaivo Ilves will review the criteria for the various awards in time for Prague 2019. A conference call will be set up for late August/ early September.

Action: The CE to set up a conference call late August or early September.

Membership review

The CE informed about the different calls since April and the follow-up meeting in Rome with the scope of set up the database in line with the Certificate of Quality (CoQ) activities of ICAR. The work will continue in July for revision at the end of the month in Cork. The President pointed out that not all the Members participate in the CoQ but the CE informed that the Secretariat already has most of the information in the database which will be used as a cross check with the CoQ to be consistent.

3.3.Finance Sub Committee (FSC) update

The CE informed about the meeting held same day. The accounts package (Quickbooks) contract has been signed and first part of the training took place at the beginning of June. The process will enter into routine on 1st July 2018, after the second quarter of financial statements and comparison with the old software. For July Board the Secretariat will present the statements using the Quickbooks reports.

The plan is to do the same with SERVICE-ICAR Srl in the next two months with view to start on 1st October.



About the Risk register, the CE reported of good progress as well. The next draft will be shared with the Board as this is a Board matter and needs to be reviewed every year.

Concerning the job description for Financial inspectors, the document was discussed during the FSC meeting but some more work has still to be done. If finalized, the draft will be presented to the Board at the next conference call in July.

Niels H. Nielsen expressed satisfaction also for the FSC progress.

Action: MB to include the draft 'ICAR Business Risk Register' for July Board's discussion.

3.4.ICAR Guidelines – Section amendments

The CE informed about the two guidelines sections updated and proposed for approval of the Board: Functional traits (Appendix 1) and CoQ (Appendix 2). The Board after some discussion decided to postpone the approval of the new sections to the following conference call in July. Some of the Board members did not have time to review the proposals. Brian Wickham suggested not to use a version with track changes as most of the corrections are edit and format and may be confusing. The Board asked the CE to send an email with summary explanation of main changes.

Action: MB to send email with explanations and re-present the motion for approval in July.

3.5.Terms of Reference amendments

The CE presented the Sub-Committees (SC), Working Groups (WG) and Task Forces (TF) ToR reviewed and updated. The changes have been reviewed and endorsed by the respective Groups, ICAR Coordinator and CE. Brian Wickham pointed out that in the summary when not specified means that nothing substantial has been changed. The Board agreed that this is a living document which can be changed any time.

Motion: It was duly moved, seconded and carried that the ToRs of the Milk Analysis SC, Dairy Milk Recording WG and Sensor Devices TF are approved as presented.

3.6.Group updates

Animal Identification SC

The chair, Jo Quigley, and Andie Dimitriadou will have a meeting this week. The CE informed that three laboratories are performing RFID tests but SAIT in Canada, has withdrawn their services as per email reported in the CE report. There is a new application from CETIM in France, for RFID tests; at the moment they are doing conventional tests. In the meantime, the existing laboratories (IMA, The Netherlands, and DLG e.V., Germany) can cover the existing demand.

The President explained at the time when they applied, ICAR did forewarn there was no guarantee of business. While it was good to have SAIT on board, the CE explained that with DLG and IMA and the potential of CETIM covering RFID means we are well covered re capacity going forward.



Recording and Sampling Devices SC

The CE informed that the chair, Steven Sievert, has scheduled a meeting in July with the Test Centres in The Netherlands, and another the same week with some Associate Members, i.e. Uniform-Agri, Boumatic, DeLaval, Hokofarm, SAC and probably also Lely. This is great engagement on behalf of ICAR and the CE recognised again Stevens and NDHIA's contribution in this regard.

The Sensor Device TF held a meeting on 8th June with planned outcomes and deliverables listed which were shared with the Board and Chairs on June 19th.

Milk Analysis (MA) SC

Regarding the issues with the service provider Actalia during the past round, the CE asked Laurent Journaux to set up a call to discuss the matter with them. It is important to keep the process working with a good level.

Regarding the chairmanship, Daniel Lefebvre is helping with possible candidates.

Action: Laurent will review the Quality issues with Philippe Trossat of Actalia and discuss findings / corrective actions with CE.

Interbull

The President updated the Board about the discussions with Interbull during the meeting in London. The business and changing dynamics, combine and consolidate in the sectors impacting ICAR and Interbull were the main topics.

The ToR have been simplified by the Interbull SC and in July CE will share with the ICAR-Interbull TF before submitting to the ICAR Board.

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

In the CE report the schedule of the upcoming meetings of Interbull are reported with place and dates.

Action: CE will share the simplified Interbull SC ToRs with the ICAR-Interbull TF before submitting to the ICAR Board in July.

Certificate of Quality

The CE informed that the United Dairy Farmers from North Ireland had their Consultative Review. As agreed, this is for information only to the Board, but Auditor's reports are available on request.

Action: The Secretariat will send the official letter, certificate and will update the Web site.



3.7. ICAR engagement update

The Beef Improvement Federation had its Annual Conference in Colorado on 20th to 23rd June 2018. Andrew Cromie, chair of the InterBeef WG, attended the meeting and presented the ICAR/InterBeef service and how our approach works. The President also attended the meeting and reported about the key people attending, including academic people, and the good discussions. They met with Australia and New Zealand breed and umbrella organisations and established good contacts. It seemed that also Mexican organisations are interested in participating in the September test for Limousin and Simmental breeds. Laurent Journaux underlined the importance to enlarge the service outside Europe.

Concerning DHI, sensor and new technologies, the CE informed about meetings with Science Foundation Ireland, who set up funds for a project called 'FutureMilk Ireland'. ICAR will review how it can participate/partner. He will share the summary with those in the Board interested. Niels H. Nielsen asked about the exact meaning of 'engagement' and if it was linked to funds. The CE explained it would be more as a reference for guidelines and standard.

The CE and Suzanne Harding, chair of the Breed associations WG, had a conference call with the European Jersey Federation to help them to provide a platform to discuss some differences in pedigree herdbook rules amongst the various Jersey Societies, ahead of their World Forum meeting in the USA on 28th June 2018.

3.8. ICAR Conferences

2019 Prague (Czech Republic)

The CE informed that the day after the Secretariat will have the first call with the Local Organising Committee (LOC). An agenda has been sent and at the moment the Web site has been already developed. He invited the Board members to regularly check the news regarding programme and registration.

2020 Leeuwarden (The Netherlands)

The LOC met early June and ICAR agreement has been reviewed and is with the CEO of CRV BV for signature.

ICAR 2021 and 2022

The Group formed by the CE, Bianca Lind, Japie van der Westhuizen and Jorge Lama convened their second call on 25th June but the CE was travelling. A new date will be fixed later in July.

In the meantime, Japie is approaching ARC and Studbook for organizing 2021 and Daniel Lefebvre the Canadian organization to arrange 2022. Nothing has been fixed yet, both proposals are under discussion and should remain confidential to Board.



3.9. Future ICAR and SERVICE-ICAR Srl meetings

November Chairs and Board

During the conference call with chairs on 19th June, it was indicated the importance to have every six months similar meetings. The Board decided to fix the next Chairs & Board conference call for 6th November.

For the face to face Board meeting, it was decided to hold it in Frankfurt in November Monday 12th and Tuesday 13th until lunch time. Bianca Lind sent several proposals to the Secretariat and the Intercity Frankfurt Airport hotel was selected. Bianca Lind will take care of the contacts with the hotel based on the list the Secretariat will provide.

Action: The Secretariat to inform the chairs about the next conference call on 6th November.

Action: The Secretariat to send the list of participants with arrival and departure to Bianca Lind for the hotel booking.

4. AOB

No other matters.

5. Adjourn

The meeting was closed at 20h50 and continued restricted to the Board members.