



MINUTES ICAR BOARD

ICAR Board meeting (conference call)

DATE 28TH AUGUST 2018
TIME 20H00 TO 21H00

1. Call to Order & Approval of Agenda

In attendance: Jay Mattison (President), Niels H. Nielsen, Daniel Lefebvre (Chair), Laurent Journaux, Frido Hamoen, and Kaivo Ilves. Inspector: Josef Kučera. Staff: Martin Burke (CE), Cesare Mosconi, Charl Hunlun, Brian Wickham, Silvia Orlandini, and Elena Couto.

Apologies: Bevin Harris, Antonio Martins, Jorge Lama, Bianca Lind, Japie van der Westhuizen, Neil Petreny, Andie Dimitriadou.

The President, Jay Mattison, informed he will have to leave the meeting towards the end and asked Daniel Lefebvre to chair in his absence for the last portion.

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 July 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 emails if there is any additional information/clarification needed.

3.2. Update on action items from previous meetings

The CE informed there was no update on action items since the last Board conference call.

3.3.Finance Sub Committee (FSC) update

The CE informed the Job description for Inspectors is attached as Appendix 1. The document has been reviewed by the FSC and is presented now for approval by the Board.



It was clarified that the Inspectors are elected by the General Assembly (GA) and they support the Board work with feedback but report to GA and is covered in the document. It was recommended to approve the document in this meeting to get the succession process started. The meeting agreed on the proposal.

MOTION: It was duly moved, seconded and carried that the Job Description for Inspectors is approved.

Action: The CE put on file.

3.4.Human Resources Committee

The CE informed about the two meetings of the Committee and presented the Terms of Reference (ToR) in Appendix 2 for approval by the Board. The meeting agreed that the document reflects the real situation.

MOTION: It was duly moved, seconded and carried that the ToR of the Human Resources Committee are approved as presented.

3.5.Sub Committee, Working Group and Task Force Terms of Reference - amendments

The CE presented in Appendix 3 the amendments to the ToR of the Animal Data Exchange Working Group (WG) for approval by the Board. The changes, which cover both format and content, have been reviewed and endorsed by the WG.

MOTION: It was duly moved, seconded and carried that the ToR of the Animal Data Exchange Working Group are approved as presented.

3.6.ICAR Guidelines – Section amendments

In Appendix 4 there is the Section 12 (Milk Analysis) amended and in Appendix 5 Section 15 (Animal Data Exchange). The CE agreed to postpone the Section 15 to the following Board conference call end of September but is looking for approval of Section 12.

There was a short discussion concerning the Section 12. Silvia Orlandini informed that the amendments refer to the ISO Standards update and the possibility to consider alternative methods internationally recognized for instrument certification. The document was circulated two times among the members of the SC, which is chaired temporary at the moment by Harrie van den Bijgaart.

The Board decided to postpone also the approval of this Section 12 to have more time to analyse the document.

Action: The CE will include in the agenda of September Board the approval of both Sections 12 and 15.



3.7. Group's updates

Interbull: The President asked the CE to put on file the ToR of Interbull Sub Committee approved by email in August. He also informed that Reinhard Reents, chair of the Interbull Steering Committee, is leaving the position in June 2019 and Matthew Schaffer has been appointed Vice-Chair and will take over the Chair position in June 2019. There is also the proposal to change the definition of Steering Committee into Sub Committee (SC) to be in line with the rest of ICAR SCs. Daniel Lefebvre asked the CE to attach the final document when circulating the minutes of this meeting.

Daniel Lefebvre took over the chairmanship for the rest of the meeting.

Recording & Sampling Devices: The CE presented the candidate nominated by LIC (New Zealand) to join the Recording and Sampling Devices SC. Andrew Scott is the Herd Testing Quality Manager with LIC and his CV is attached in Appendix 6.

Following short discussion, the Board asked the CE to postpone to the September meeting the approval of this candidate as member of the SC.

Chairs engagement: The CE informed that in September he will hold individual conference calls with the chairs of the Groups with the support of Brian Wickham in preparation for the 'Chairs' conference scheduled for 6th November with the Board and Group's chairs. A summary document will be presented at the face to face Board meeting in November.

3.8. ICAR engagement update

The CE informed about the continuous efforts to reach out to ICAR members or partners.

The President will be at EEAP and Interbull meetings in Dubrovnik on 25th and 26th August 2018.

3.9. ICAR Conferences

2019 Prague (Czech Republic)

Regular conference calls are now on place to support the LOC in the organization of the 2019 Annual Conference.

2020 Leeuwarden (The Netherlands)

There were no update concerning the 2020 Annual Conference.

ICAR 2021 and 2022

For 2022 the CE has sent letter to the three General Managers of our Canadian ICAR members (Canadian Dairy Network, CanWest DHI, and Valacta) asking them to discuss with their respective Board the option of Canada hosting ICAR 2022.

For ICAR 2021, similar letter has been sent to Japie van der Westhuizen who is reviewing with his Board and other national bodies e.g. ARC and relevant Ministry in South Africa.

3.10. Future ICAR and SERVICE-ICAR Srl meetings

The scheduled is confirmed as presented in the CE report.



4. AOB

No other matters.

5. Adjourn

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