

Minutes of the ERFP Steering Committee meeting

14-15 November in Ljubljana

Participants:

Chair: Sipke Joost Hiemstra, NC The Netherlands

National coordinators:

Beate Berger, Austria

Montserrat Castellanos Moncho, Spain

Srdjan Stojanović, Serbia

Jan Tomka, Slovakia

Secretariat:

Danijela Bojkovski (former sec., Slovenia)

Eléonore Charvolin-Lemaire (new sec.

France)

Coralie Danchin-Burge (new sec., France)

Excused: Eva-Marie Stalhammar, NC, Sweden

1. Welcome and presentation of the Agenda

The meeting is opened by S.J. Hiemstra which reminds the participants that the additional SC was needed to start the development of the new MYPOW and implement the recommendations of the Assembly based on the SWOT analysis.

Since the MYPOW's frame is based on the ERFP ToR, S.J. Hiemstra suggested to swap the agenda in order to review the ToR first, then the MyPOW.

2. Short presentation from the hand-over meeting

The new Secretariat was elected at the Assembly meeting in Zagreb. The new Secretariat took over the Secretariat responsibilities directly after the Assembly, however the outgoing Secretariat will keep the financial responsibility until the end of the year, and the outgoing Secretariat will close the financial year 2018. The period until the end of the year is a transfer period between the outgoing and the new Secretariat. The Steering Committee meeting was organised directly after a 'handover' meeting between the two Secretariats in Ljubljana.

All the electronic files were handed over to the new secretariat as well as the original copies of documents such as the EUGENA MoU, with useful comments. C. Danchin and E. Charvolin thanked D. Bojkovski for the very structured files, which will make the hand over of tasks easier.

The Italian bank in charge of the ERFP account is just changing its internet platform and D. Bojkovski hadn't received the new instructions yet. It seems that the new interface will be in Italian only. The instructions will be forwarded to France as soon as Danijela will receive them.

Implementation of GDPR legislation should be taken care of by the new Secretariat. This issue is also related to the hosting of the new ERFP website by the French Secretariat.

Main issues:

- ⇒ The new website is still under construction and a new beta version should be available by the end of November. D. Bojkovski will upload all the missing documents and then send invitations to SC and NCs to review the website **=> all NCS will have a week to react.**
- ⇒ The new website cannot be put officially on line till the **GDPR** issues are taken care of. The French secretariat needs to work on a statement **to be sent to and agreed by all NCs and experts involved in ERFP structures by the end of 2018.** In order to handle the cases of no answers from NCs, the form used will be using a statement such as: "no answer within a month will be interpreted as an agreement to use personal data within the framework of ERFP."
- ⇒ E. Charvolin is in charge of contacting the persons at INRA that will take care of processing the platform change from Slovenia to France. **The transfer of the new website to a server at INRA needs to be done by the end of 2018 / beginning of 2019.**

3. Evaluation and follow-up actions of General Assembly

The total amount of 2018 countries' contribution is still low with some previous contributors still missing (Belgium, France, Spain, Greece, Hungary, and Portugal). Danijela sent a reminder to these countries during the SC. Coralie is responsible for sending in December the next letter for the 2019 country contributions.

One of the reasons why it is difficult to convince some countries to pay their contribution might be the ERFP's level of remaining funds. The General Assembly requested the SC to discuss the minimum or desired level of reserves.

- ⇒ The SC proposed to include in the ToR the notion of the desired level of funding reserve; SC proposes to keep the reserve at **two times the annual budget of the ERFP** (cf. new proposal for the ToR);
- ⇒ The remaining funds could be **invested in priority activities, e.g. through Ad Hoc** actions. NCs will be invited to submit ideas or proposals
- ⇒ The new MyPOW should include actions to convince countries to include an annual country contribution for ERFP in their national budget.

Following discussions in the Assembly, the SC agreed that Task Forces (on priority issues) should not be permanent, but could last between two and a maximum of five years. *Ad hoc* Actions generally will last only one year.

4. Planning of further ERFP activities in 2018/2019

Since the GA, only one Ad Hoc action proposal was sent by E. Sturaro for a technical workshop on conservation and management of Animal Genetic Resources in Mediterranean countries. The SC reviewed the proposal and thought that the overall objectives were quite interesting however they would appreciate if some more details of the content of the workshop could be sent, and the Secretariat will also remind the proposers to coordinate with a training workshop that will be organised in Egypt in January 2019 by the H2020 IMAGE project partners (contact P. Boettcher FAO).

- ⇒ The Secretariat will ask **E. Sturaro for more specifics** as well as coordination with the IMAGE project. **The SC will make a final decision about the proposal by the beginning of next year.**
- ⇒ **The secretariat will also send a reminder to NCs** that everyone can still send an Ad Hoc Action proposal till the end of the year. The SC will review (by email exchange) all proposals received and decide about funding by the end of January 2019. The Secretariat will write **a new communication Ad hoc action** (cf. 7) which goal will be to continue implementing the communication strategy elaborated by the previous *Ad Hoc* action. A message will be sent to all NCs to invite them to join the proposal.

Other potential topics for *Ad hoc* actions which came up in the Steering Committee meeting were:

- Survey of all the AI centres or equivalent centres that are holding *ex situ* material on a long term perspective (Spain/WG Ex Situ)
- Sharing protocols for on farm collection of genetic material (Spain/WG Ex Situ)
- CryoWEB: specific meeting to discuss the way forward for national gene bank databases (WG Ex Situ).
- M. Castellanos Moncho is wondering about the need to devote budget to the translation of the most interesting documents on AnGR in the different country languages.

Other topics:

Working Groups and Task Forces: the Secretariat should contact the Chairs before the end of the year to start planning agenda and calendar of meetings in 2019, and see if a common week is needed/useful or not. It was already decided that there will be a joint session on MTA/MAA between the ABS TF and the WG *Ex Situ*.

Planning of General Assembly in Belgium: There is a 'rumour' that the annual national rare breed show in Belgium will be organised near Gand and just before or after EAAP. The secretariat will contact the Belgium NC and discuss options for the ERFP GA and organisational issues. Depending on the proposed agenda it will be looked if the meeting will be held in one or two days. SC will decide about the Agenda of ERFP GA at its next meeting in 2019.

5. Updating the ERFP ToR

Cf. first draft.

A new proposal is drafted during the SC, a final first version will be finished by the new Secretariat and sent to the SC for a final reviewing before being sent to all NCs for amendments and comments.

The Annex 1 (countries contribution, on the basis of UN scales) may need to be updated. S.J. Hiemstra will contact the ECPGR to see if they updated theirs and how often it is changed in their network. The updated proposal for country contributions and total budget will be proposed to the Assembly in 2019.. M. Castellanos Moncho reminds the SC that most budgets for the following year are planned before summer, which means that if any changes are agreed during the GA, it is likely to be implemented from 2021 onwards only.

6. Outcomes of the SWOT analysis and development of new MYPOW – Agreement on outline and main components of MYPOW

Cf. MyPOW first draft.

E. Martyniuk sent draft recommendations following the discussions in the GA about the results of the *Ad Hoc* Action SWOT ERFP for reactions by the SC. S.J. Hiemstra made some comments and they were discussed and agreed by the SC.

⇒ The Secretariat will send the version edited by the SC to **E. Martyniuk** first and then it will be put as **an annex to the** SC meeting report

The recommendations from the SWOT *Ad Hoc* action will be implemented through the new MYPOW. As far as the recommendation about a rotational versus a permanent Secretariat, M; Castellanos Moncho would like to remind a third way proposed by the French NC, which could be a mixed structure: a permanent secretariat which will be doing the activities for the administrative part and a rotational for the rest of the networking activities.

The following proposals were discussed to be incorporated in the MYPOW.

- The use of modern communication technology for internal communication, including for the GA (such as the possibility to follow the GA by videoconference).

- Improving the contributions from the European countries. There are two categories of countries which should be contacted:
 - ✓ Countries that attend the GA but do not pay. The SC should offer the NCs their support in order to help the NCs to improve their position and get a country funding.
 - ✓ **Countries that neither contribute nor participate:** these countries should be contacted individually for explaining the importance of participation and offer them additional support to involve them in the ERFP => **Srdjan Stojanović is willing to help the Secretariat** in this task. The secretariat will first **provide a list of countries,** based on the last two GA.
- Among the Ad hoc SWOT recommendations, it is stated that a “**list of policy experts** (who) could assist the ERFP network dealing with certain specific policy/legislation issues”
- The Assembly already decided to create a list of policy experts. Secretariat will send an email to all NCs to propose policy experts in relevant fields. Different policy areas will be listed and the NCs will cross either that they are an expert on the question or they know an expert that can be interrogated or should be willing to get involved in this topic within the ERFP network. M. **Castellanos Moncho will prepare the email**

New versions of the MYPOW and TOR will be completed by the Secretariat and S.J. Hiemstra to further communication to the SC and the final draft should be sent to all NCs by the end of the year.

7. Outcomes of the SWOT analysis and development of new MYPOW – communication issues

Cf. MyPOW first draft - The ERFP communication tools.

As already stated in paragraph 4 of this SC meeting report, the Secretariat will propose a new communication Ad Hoc action. There are needs for improving the communication within ERFP and outside ERFP, and the help of people specialized in the topic would be helpful. M. Castellanos Moncho will consult with colleagues in Spain and request information on the budget required in Spain for such a help of a professional communication expert. Similar processes will be done in France with IDELE and in Slovenia: D. Bojkovski will also contact the communication specialist at EUFORGEN for that matter.

It is suggested to start an intern Facebook group or page, E. Charvolin is in charge. [addendum: the page can be found at @ERFPAnGR]. The use of # erfp or # erfp_angr on various social medias are recommended.

8. ERFP hosting agreement

Since there is not a juridical status for ERFP, it is asked from the new Secretariat to write a commitment letter which will be signed between IDELE and the ERFP chair. This letter will be based on the application letter sent by IDELE and includes its main responsibilities as well as its connection with INRA and mainly the website hosting, and also reference to the Agreement between EAAP and ERFP on the financial administration. A clear notification of its election during the GA also needs to be stated. It still needs to be seen if it would be bilateral (IDELE/ERFP) or trilateral agreement (IDELE/ERFP/INRA)

⇒ **Draft(s) version need to be sent to the SC for review by the end of 2018.**

9. Meeting wrap up / closing remarks

- GenRes BRIDGE project (Horizon 2020 CSA): the kick off meeting is set in January 2019 in Rome. Since IDELE was added at the last minute as an additional partner (because of the change of Secretariat), it does not have funding from the GenRes Bridge project. As a general rule, if IDELE - being the new Secretariat - will need to attend external meetings to represent ERFP the budget for transportation and hotel could be taken from the ERFP SC budget (SC approval).
- C. Danchin is planning to attend the ABS Stakeholder consultation forum in Brussels that will be held December 11th. She will ask the NCs beforehand if there is any specific matter they will like to be talked about during the meeting. Overall, the SC recommendation would be to encourage countries to exclude livestock from their ABS access legislation.
- There are different questions on how countries are going to implement the new European zootechnical/animal breeding This topic should be discussed in both *ex situ* and *in situ* WG: exchange experiences and practical examples on how the legislation is implemented in various countries.
- Reimbursement rules: they need to be looked at the next SC, for instance for creating some flexibility for Working Groups to invite and reimburse additional experts in meetings. The new Secretariat will also try to develop an online version for the first phase of reimbursement. A discussion needs to be held also with EAAP about their own internal rules which are not very modern; for instance some documents such as the boarding passes are issued only electronically; why is there a need to print them out? It is time consuming for both organisations.

The meeting closed Thursday, November 15th at 12.45.

The next SC will be held in Paris, April 2nd afternoon / April 3rd morning.