

Minutes of the ERFP Steering Committee meeting

24th August 2018, Zagreb, Croatia

Chair: Sipke Joost Hiemstra, NC The Netherlands

Participants: Srdjan Stojanović, NC Serbia; Beate Berger, NC Austria; Jeanne Bormann, NC Luxembourg; Eva-Marie Stalhammar, NC Sweden; Danijela Bojkovski & Mojca Simčič, ERFP Secretariat

ERFP Steering Committee Meeting

Sipke Joost Hiemstra opened the meeting and welcomed the participants. Agenda of the meeting was presented. Sipke Joost Hiemstra suggested addition to the Agenda – possible changes in procedures (ToRs, Reimbursement policy, MyPOW.....etc.). The Agenda of the SC meeting was approved. Danijela Bojkovski explained that changes in the Reimbursement policy are not needed. Procedures may need an update later after SWOT discussion in Assembly and in the light of the new MyPOW

ERFP Annual Progress report

Danijela Bojkovski presented the “Annual progress report for the 2017-2018”. For the first time a written report (Annex 1) was prepared by the Secretariat and sent to all NCs before the Assembly meeting. Secretariat prepared only a short ppt presentation for the GA meeting. In the written report the review of the activities of the ERFP Secretariat and different ERFP bodies were presented in the period between the two ERFP General Assemblies, and also the main outcomes of the different meetings. The main purpose of the report is to report to the annual meeting of the ERFP General Assembly. The members of the SC agreed that GDPR issue has to be discussed with new Secretariat and will be their responsibility. All the issues will be discussed at the hand over meeting of the Secretariat, which has to be organized in October/November 2018.

Financial report

The Secretariat presented the “Final financial report for 2017” and current financial situation (cut off 15th August 2018). ERFP received lower amount of country contributions than last year. However, we hope on additional country contributions at least from the countries which paid last year. The closing budget for the previous financial year 2017 was presented to the SC. The SC accepted the final budget for 2017. The financial situation from

2014 – 2018 was presented where expenses are increasing but also few more countries paid country contributions. SC proposed that additional SC meeting would be needed in October/November also connected to the change of Secretariat.

Further proceedings MyPOW 2018-2021

The current MYPOW period 2015-2018 has ended. The SC agreed that finalization of the MyPOW will be possible after the Assembly meeting and after knowing results of the SWOT analysis and strategic discussions. Drafting of a new MyPOW has to be completed and sent to all NCs this year and comments from NCs are requested by the end of the year. The new MyPOW should be accepted in the GA meeting in 2019. At the moment the old MyPOW is still valid. SC discussed possibility to prolong duration of the MyPOW to six years, because Secretariat is changing every four years.

Elections in 2018

ERFP Chair - according to the ERFP Terms of Reference, the term of office for the current chair Sipke Joost Hiemstra will end (2015-2018). SC proposed to re-elect Sipke for a second term.

ERFP Steering Committee – According to the ERFP Terms of Reference, the term of office for Jeanne Bormann, representative of “Central region” will end in 2018. The new member has to be elected at the Assembly meeting. Email was sent to all NC and Secretariat did not receive additional proposal. SC proposed Montserrat Castellanos Moncho from Spain to represent the Central Region. She will be proposed for election at GA meeting.

Election of the new ERFP Secretariat - new Secretariat will be elected at the GA. The Secretariat described that the election process was run according to the ERFP ToRs Annex 3. Procedure is as follows: at the GA meeting a short report on the election process including an overview about the time schedule of the election process and an enumeration of the applicant(s) should be presented by the Secretariat. The chair of the Steering Committee gives a presentation of the overview of the application(s). The decision is made by a simple majority vote of all NCs or their representatives present.

General Assembly meeting

The SC discussed once again the Agenda for the GA meeting. Since there are a lot of topics, discussions should be closed on time. Secretariat gave a short report on logistics and social dinner.

Horizon 2020 proposal and responsibilities

Sipke Joost Hiemstra shortly presented the partners and objectives of the GenResBridge project (description also in written report of the Secretariat). The project leader will also introduce the project in the GA.

Development of ERFP Communication matters

The Secretariat explained the current state of the webpage development. The transfer of all documents from old website to the new one was finally concluded. There are still some empty pages, which needs to be developed by ERFP. Due to the GDPR matters, the website is not publicly accessible yet. GDPR issue will have to be solved within the hosting agreement of the new elected ERFP Secretariat. The web page is now hosted (payment) by the web company in Slovenia (until the end of the year). After that it will have to be moved to INRA, or prolong the hosting for another year. A decision has to be made within the ERFP, how to continue and who will contribute new content. Secretariat is responsible for uploading documents which needs to be prepared by all NC, Chairs and members of the WG. SC suggested that professional communication person should be involved in the future in order to support communication and become more visible. From 1.1.2018 the old website is not updated anymore. Currently, the new website can be accessed at the following link <http://pisarna.novisplet.com/erfp/> only for internal use. Further comments and inputs to the website are highly appreciated.

EUGENA Web portal development

The EUGENA portal has been developed and so far data are available for the limited amount of countries, which signed the MoU and Annex, and provided the data for the portal.

Other matters

ERFP ToR will need revision and rewriting, since current changes are not reflected yet (new WG, etc.....). Also, the Annex 2 need to be discussed if any changes are needed.

Activity plan and Budget proposal for 2019

In the ERFP Secretariat report (Annex 1) the total draft budget for 2019 is presented. The budget for 2019 is higher compared to 2018, due to the costs of the new Secretariat. The presented budgets allocated for the WG/TF/Ad hoc actions are similar to the 2018 budget lines. All Chairs are requested to keep expenses of WG/TF/Ad hoc meetings as low as

possible. The two currently active TFs proposed slightly different organization of the work. One possibility is that those two groups merge and become more permanent WGs. Another possibility is to compose a list of experts within each country which are willing to spend some time on topics and issues related to the legislation. The SC agreed that TF should be kept in the future, however the current TF EU will be less active next year. The SC proposed to develop a list of policy experts, who could inform and support ERRFP about important development connected with legislation. Budget for the next year TF will be decreased in the amount of 5.000 € and the remaining amount moved under the *Ad hoc* action.

Meetings with the WG/TF/Ad hoc action Chair's

Written reports were prepared by all WG/TF Chairs, prior to the Assembly meeting, and sent to all NCs and Secretariat. At the Assembly Meeting Chairs will have really short presentations. All the Chairs attended the meeting of the SC in order to discuss future plans.

Chair of the WG *Ex situ* reported about EUGENA and gene bank collections. WG planned one meeting per year and the budget will remain the same.

Chair of the TF *ABS* described the current work of the group. In order to finalize the MTA and MAA she proposed joint meeting with WG *Ex situ*. For the next year, she proposed that budget line for the TF remain in order to finalize those two documents jointly with WG *Ex situ*.

Chair of the WG Documentation and Information summarized the work of the group and future plans. The group is proposing one Ad hoc action on mountain breeds and technical workshop.

Chair of the WG In situ informed SC on the activities of the WG In situ. The group had one meeting and divide different tasks to WG members. The goal is that work of the group is divided among members and that they exchange the experiences. No extra budget is needed for the following year; a lot of work will be done through exchange of e-mails.

SWOT analysis

Elzbieta Martyniuk introduced the objectives and method for carrying out the analysis. NCs received the SWOT questionnaires and 25 NCs responded. The outcome of the questionnaire will be discussed at the GA meeting in Zagreb and key issues for the discussion at the Assembly meeting were prepared. The result of the Ad hoc action will be a paper submitted to a scientific journal and co-authors will be all members of SC and the SWOT group.

The meeting closed at 16.45.

Bilateral meeting of the ERFP SC and the FAO in Zagreb, 24th August 2018

Roswitha Baumung presented the new EFABIS web page and informed on the delays while developing certain tools. Regarding the national nodes, the countries will be contacted individually next year.

The bilateral meeting was closed at 17.30.