



**ANNUAL ADMINISTRATIVE COMMITTEE MEETING
OF THE
WORLD ASSOCIATION FOR VETERINARY DERMATOLOGY**

**Austin, Texas, USA
8-9 April 2019**

In Attendance:

Dr. Jeanne Budgin, Representative American Academy of Veterinary Dermatology (AAVD)
Dr. Mandy Burrows, Representative Dermatology Chapter of the Australian and New Zealand College of Veterinary Scientists (DCANZCVS), President World Congress of Veterinary Dermatology (WCVD) 9
Dr. Vincent Defalque, Representative Canadian Academy of Veterinary Dermatology (CAVD)
Dr. Richard Halliwell, President WCVD1
Dr. Hans Koch, President WCVD3
Dr. Kenneth Kwochka, President WAVD, Member-at-Large
Professor David Lloyd, Treasurer WAVD, President WCVD5
Dr. Alberto Martin, Corresponding Member representing Sociedad Latinoamericana de Dermatología Veterinaria (SLVD)
Dr. Rusty Muse, Secretary WCVD9
Dr. Koji Nishifuji, Representative AiSVD, Representative AiCVD
Dr. Catherine Outerbridge, Secretary World Association for Veterinary Dermatology (WAVD)
Representative American College of Veterinary Dermatology (ACVD)
Dr. Manon Paradis, President WCVD7 (attending remotely via phone)
Dr. Stephen White, Secretary (de facto President) WCVD8
Dr. Brett Wildermuth, Member-at-Large

Regrets Unable to attend

Dr. Emmanuel Besignor, Representative European College of Veterinary Dermatology (ECVD) (attended portions remotely via phone)
Dr. Susan Paterson, Representative European Society of Veterinary Dermatology (ESVD)

The meeting was called to order at 9:08am April 8th, 2019 and chaired by Dr. Kwochka.

1. Welcome and remarks from the President – Kwochka

- Dr. Kwochka thanked everyone for their work since our last meeting. Thanks to Drs. Stephen White and Richard Halliwell for recent site visits for WCVD10. Thanks to the WAVD Officers for their efforts on behalf of WAVD.
- Richard is proxy vote for Susan and David has the proxy vote for Emmanuel for votes about WCVD 10 site selection tomorrow.
- For surplus sharing for the 9th WCVD based on the recent change regarding surplus sharing 50% of surplus will be based on attendance and the other 50% is based on membership as of December 31st 2019 (the end of the year before the congress).

2. Acknowledgement of Code-of-Conduct – Kwochka

- Dr. Kwochka reminded all present that they have signed a code of conduct. Objectivity, openness and honesty should be followed by all.
- If anyone has a conflict of interest, they should declare it and they cannot vote on that item.

3. Review outstanding Action Items and approval of the Minutes from the meeting of 2-

3 June 2018, London, England – Outerbridge

- Outstanding action items from the past meetings were each reviewed individually and discussed or became agenda items for this meeting.
- In summary the following Action Items from the last AGM have been completed:
 - 1) All existing documents, policy documents and applications forms have been transferred onto the new website.
 - 2) Member organizations provided updated information and images for the initial web page have been provided since the last meeting and are on the new website.
 - 3) Updated selection criteria for Schindelka Award and nomination form are on the new website.
 - 4) Call for nominations for Schindelka Award were sent out twice by WAVD secretary.
 - 5) Facebook content has been populated by publication and promotion committee with relevant updates.
 - 6) A WAVD credit card has been obtained after getting correct signatories in place.
 - 7) Profiles of Peter Ihrke Scholarship recipients are on website.
 - 8) Discussions have occurred with ISVD regarding changing the criteria for the ISVD component of the WAVD scholarship – updates in scholarship report.
 - 9) MOs updated about additional surplus from WCVD8 and sent requested financial information to receive the additional surplus.
 - 10) Required privacy policy for the web site has been taken care of.
 - 11) Financial arrangement with Dave and Digital Media has been continued.
 - 12) Sponsorship contracts for WCVD 9 are insured and WAVD does not have direct liability for any sponsorship contractual.
 - 13) ALL MO representatives submitted to the WAVD secretary 2018-2019 MO annual reports that outlines how any funds received from WAVD were used.
 - 14) Asian College of Veterinary Dermatology identified Dr. Koji Nishifuji as their representative.
 - 15) WSAVA reciprocity for WCVD9 booth and listing Peter Ihrke Scholarships on their website.
 - 16) Free Access for Clinical Consensus Guidelines with *Veterinary Dermatology* have been acquired (restricts commercial utilization). The journal wants to keep tabs on how many times it is viewed. Our website will have a link that will go to the CCGs and the WAVD logo will be on the CCGs.
 - 17) New chairs for the next CCGs have been identified- updated under publications.
 - 18) Webinar speakers have been identified and webinars have been recorded-further details in education report.
 - 19) With help of Venue West Dr. Outerbridge organized site visits for Boston and Chicago.
 - 20) Site visits to Chicago and Boston have been completed by Dr. Halliwell and Dr. White.
 - 21) A more formal policy about geographical rotation of World Congresses has been completed.
 - 22) Preliminary budget for WCVD9 has been shared with MOs.
 - 23) Organize room and needs for AGM in Austin were completed.
- Carry over Action Items from past AGM or new action items arising from discussion of past minutes:
 - 1) Determine what remains to be completed for narration of the power point promotion used at WAVD/WCVD9 promotional booth post WCVD 8 Congress to place it on the WAVD website –Wildermuth to reach out to Phil Roudebush and finalize this.
 - 2) Contact the Kenyan Small and Companion Animal Veterinary Association with information regarding the scholarship program for the WCVD9 – Dr. Burrows
 - 3) Revisit use of fact sheets on WAVD website, need to be clear what copyright may exist

and authorship– Outerbridge and Paterson

- 4) Continue to design area of website to host information about past WCVD scholars – White and Burrows
- 5) Profile scholarship recipients on Facebook- Brett
- 6) Update AAVD plan to host a North American Practitioners Scholarship is continuing to be discussed- Outerbridge & Budgin
- 7) Acquire copies of Risk Registries for BSAVA and ANZCVS from Drs. Paterson and Burrows to be used to develop WAVD risk registry- Kwochka and Outerbridge
- 8) Gather further information about the concept of cooperation between ECVD, ACVD, WAVD and Wiley to provide financial support to make open access possible for major review papers (ex ICADA papers) published in *Veterinary Dermatology*
 - Need to work with WAVD, ACVD, ECVD how a major paper that warrants this support is determined, likely will need a subgroup- Outerbridge will check with ACVD
 - Get more information / feedback from Wiley - David Lloyd
- 9) Follow up with ADVT about any needed assistance in submitting paper work for consideration as an affiliate WAVD member – Wildermuth and Outerbridge
- 10) Review sponsorship opportunities for residents to help them attend WCVD9
- 11) If seeking corporate sponsorship at any time will need to draft WAVD policy statement regarding the relationship between the WAVD and sponsors – on hold -Kwochka and Outerbridge

- Motion to approve past minutes: Stephen. Second Vincent. All voted in favor to approve, secretary abstained

4. Urgent matters arising not covered elsewhere – Kwochka

- There were none.

5. Treasurer's Report – Lloyd

A. 2018 Financial Report and comparison to Budget

- General Comments
 1. Currently end of financial year is end of May filed but need to change to June 30th
 - Now have a subsidiary which is WCVD 9. Need accounts for WCVD 9 and need audit of WCVD 9 accounts if over \$500,000 included to finish our accounts for the year
 - Need to change accounting date to June 30th because this is end of Australian tax year
 2. Complete WAVD accounts for 2018-2019 cannot be prepared until after the end of the financial year which will move from May 31st to June 30th
 3. Accounts for the financial year 2017-2018 have been submitted to Companies House and also the Office of the Scottish Charity Regulator and are found on the website
 4. Existing accountant John Norman is retiring in Sept. He will do accounts again this August
 - Have identified new accountant in Edinburgh
 - Accounting costs will increase
- WAVD Treasurer's Report for June 1, 2018 to March 15th, 2019
 1. Expenditures between June 1, 2018 and March 15, 2019 totaled €78,532, this is less than originally budgeted
 2. In addition to normal operating expenses and financial support of affiliate organizations, this included the production and speaker costs for the WAVD

educational webinar series (€ 12,123), additional WCVD8 surplus distributions made to MOs (€ 32,880), the 2018 Peter Ihrke Scholarship (€3,882) and cost for the new website (€4,303)

- Accounting costs and bank expenses are both higher than budgeted
 - Webinar costs are higher
 - London meeting was less than budgeted but this Austin meeting has also had costs paid for that were not in last budget
3. Charging WCVD9 management fee which have invoices generated which have not yet been paid and are recorded as a debt on the books
 4. Owing to current political and/or financial situations in the EU, in the UK and in the USA, WAVD has continued to keep most of its funds in US dollars
 5. Income during the fiscal year has included interest paid by the Bank of Scotland on the WAVD US dollar accounts totaling €11,862.98 (\$13,332.57)
 6. The WAVD net assets on March 15, 2019 were € 951,667, a bit below where we hoped to be
 7. WAVD are spending about € 100,000/yr, so between Congresses spending about € 400,000 and need to recoup that in Congress surplus

B. Draft Provisional Budget: June 1 2019 – June 30, 2020:

- The total projected expenditure is €36,500.
 1. Budgeted expenditures in the provisional budget include:
 - €7,500 allocated for the Peter Ihrke Scholarship;
 - €5,000 for the Guidelines and Publication Committee for CCGs,
 - €5,000 for support of Affiliate and Provisional Organizations;
 - €5,000 for WAVD Education Committee
 - €5,000 for the extension and expansion/Publicity Committee
 - €5,000 allocated to internet and website costs
 - €2,500 accounting costs

C. WAVD 4 year Budget: 2019-2020 to 2022-2023

- The budget total projected expenditure for 2019 to 2023 is €456,700
 1. This includes the cost for scholarships at WCVD9 (€45,800)
 2. The next meeting in Australia (estimated €50,000)
 3. The cost for a combined review meeting (WAVD AC, WCVD9 debriefing, WCVD10 initial EOC planning) likely later in 2021 after WCVD9 accounts would have been settled by June 30, 2021 (estimated €50,000)
 - Likely meeting in July, Aug or September 2021
 - Surplus sharing will be determined at this meeting
 - Discussion: do we need the one day debriefing and meeting with new EOC for next WCVD10 and also annual WAVD meeting? -
Action Item: Place on next meeting agenda
 - Discussion about value of the concept of having consistent PCO for WCVD – **Action Item: Revisit as next WCVD planned**
 4. Increased costs budgeted for some MOs and affiliate organizations- may have increased costs with more activities Sydney: SLDV, ICADA, CCGs, ISVD
 5. Peter Ihrke Scholarship, Website, Publicity same figures as past budget
 6. Schindelka Award \$5,000 for award.
Discussion: need to consider business class airfare but if already invited speaker does WCVD9 fund it or share cost? This amount was increased in budget – **See Action Items**
 7. WAVD booth and equipment at WCVD 9 **see Action Items**
 8. Future payment of WAVD sponsorship for WCVD10 (€70,000)

- These funds are the mechanism to provide financial support of a World Congress during first few years when it receives no other income
- Next year an additional €10,000 advance to WCVD 10 for initial operational costs
- 9. €2,500/yr for accounting fees
- 10. Total Expenditures over 4 years is €456,700
 - WCVD 8 surplus was € 494,743, need to increase it by 18%
 - Projected that WAVD needs around € 600,000 from WCVD 9
- 11. Looking over 4 years may have a net decrease of €75,000 to €100,000 over 4 years, this is a non-viable course every 4 year cycle, eating into savings
 - Look at additional ways for funding & care in prioritizing expenditures & new opportunities
 - Consider ways to decrease costs
 - Face to face meetings are large cost over a 4 year cycle
 - Electronic meetings would need to be shorter

- Motion to approve Treasurer's Report: Dr. White, Second by Dr. Rosenkrantz, All voted in favor, Treasurer Dr. Lloyd abstained

ACTION ITEM to discuss at next WAVD meeting: Do we need to continue to do this combined meetings and debriefing? Is there a way to streamline this?

ACTION ITEM: Consider if we need to revisit having a permanent PCO for future world congresses

ACTION ITEM: Must consider electronic meetings for financial and environmental concerns, look into platforms that can be used in the future

ACTION ITEMS

- 1) Determine how the Schindelka expense is shared
- 2) Increase cost in the budget for this expense

ACTION ITEM:

- 1) Brett and Publicity Committee will determine how to promote WAVD and WCVD10 at the WACVD 9 booth Ken can help with WAVD accomplishments to highlight

❖ **Skip Ahead to Agenda Item # 14**

14. Administrative protocol for WCVD9 activity and financial reporting to WAVD –Lloyd

- WAVD accountant brought this up
- WCVD 9 Ltd was established in Aug 2018 with 5 directors: Drs. Burrow, Muse, Halliwell, Lloyd and White
- Need Chairman of the Board of Directors and an annual report
 - Dr. Burrows will be Chairman of the Board of Directors
- Need formal structure and protocol as to when reports get filed
 - Reports need to be filed with Australian Securities Commission
 - This report is put together by financial advisory which is MKT taxation
 - All directors are responsible for reviewing and signing
 - WAVD will move its fiscal year end to match WCVD9 of June 30th
- WAVD accountant will need a letter from MKT taxation with finalized and signed off WCVD 9 Ltd accounts within a couple of months after June 30th

ACTION ITEM: WCVD 9 directors will review and sign financial report in timely manner to be provided to WAVD accountant

6. Current Term Expirations of AC Members – Kwochka

- Sue, Emmanuel, Brett terms expire at end of 2020.
- Sue and Emmanuel can be re-elected by their member organizations to be MO representatives
 - Eligible for re-election
 - Decision should be made by end of year
- Brett being re-elected will be vote on by WAVD at next meeting
- Everyone else 2021 or beyond

ACTION ITEM: Sue and Emmanuel need to let WAVD know if they are being re-elected by end of year 2019

7. Education Subcommittee Report – Paterson/Halliwell- written report from Sue and presented by Richard

- 1) Have completed 25 webinars. Everything went well in recording: 2 of them have breaks in connectivity
 - They are currently at BSAVA and all need to be reviewed
 - Decision has been made to put them on VIMEO
 - BSAVA has requested 25 pounds/webinar to tidy them up and put WAVD slide at beginning and end
 - Ralf Muller still needs to do diagnostic techniques
 - Staph pyoderma part 1 and 2 have been done at the RVC
 - Richard Malik's second one needs to be done on atypical mycobacteria
 - Still several identified topics and speakers to be recorded
- 2) Need to have section on our website description of each webinar and bio of each speaker
 - Write brief bio and then ask speaker to approve them
- 3) Other ones that can be used: ESVD recorded Dr. White on farm animals and Dr. Molly Varga on small mammals.
 - Katarina Varjonen discussed with ESVD board and they agreed to permit use of these lectures
 - Can now access from our website
- 4) Publicity committee: Dr. Paradis has been appointed to be helping promote
 - Need to develop how to promote them
 - Should go to every vet school, all veterinary organizations
 - Sue suggested to Richard reaching out to WSAVA about being on their website
 - Could make promotional video using snippets from the webinars
- 5) Discussion occurred about having them on other websites, such as WSAVA
 - Majority want videos only on WAVD website and links to our website can be shared
- 6) Discussion about whether adding subtitles is possible on Vimeo. Subtitles have been done for YouTube promotional videos
 - May not need to do this as images are power point with words
- 7) David Lloyd has paid majority of speakers
- 8) Discussion about waiting for all topics to be finished or get what has already been completed reviewed and on line,
 - Majority favored reviewing what has been done and getting those on line and promoted
 - Discussion about whether to put them all up at once or a few at a time
- 9) Discussion occurred about value of recording lectures from CE program at WCVD9
 - Concerns were raised about how much this would cost
 - WCVD9 Program committee is looking into this

- 10) David Lloyd proposed that there is a date on each webinar and a process for reviewing and updating the seminars considered to be sure they remain current

ACTION ITEMS:

- 1) **Richard needs access to review webinars**
- 2) **Need bios for each speaker Sue, Richard, Jeanne Budgin**
 - **Propose committee writes them and send for approval to webinar speakers**
- 3) **Determine schedule and process for reviewing and updating webinars**
- 4) **Ralf needs to complete diagnostic techniques**
- 5) **Ask Malik to record webinar on atypical mycobacteria- Mandy Burrows**
- 6) **Promotion: website & promotional committees will get information about webinars on our Website & Promote on Facebook & through MOs**
- 7) **Provide access to Erik as webmaster to get them on line**

8. Website Subcommittee Report – White

- Website is up and running. Eric defines responsive
- Application for financial support is under MOs overview in orange
- Everyone on committee is very helpful, Brett explaining things helpful
- Changes have not exceeded permitted number
- Bottom of landing page is privacy page....Maybe one sentencealso link to mail chimp privacy where we keep data base for email list
- Report as to number of people have looked at it. If they have looked Mar 1 -31
 - 1560 single page views: single face view at one time
 - 810 sessions: user looks at several pages
- Next major piece of work will be webinars

ACTION ITEM: find out if there is a way to track how many people are viewing which webinars

9. Publicity and Promotional Subcommittee Report – Wildermuth

- 1) Target audience remains reaching general practice veterinarians and veterinary dermatologists
 - Future groups to think about as potential targets are vet techs, pet owners
- 2) Started LinkedIn 6 weeks ago, may target industry better as it is professional social media
 - LinkedIn site was shared with some promotional videos on it.
 - LinkedIn recycling same materials from Facebook
- 3) Social media survey was done over past year with people that went to Bordeaux and opted to be on the mailing list: Asked how many use Facebook, Twitter, linked in or Instagram
 - Facebook was number one so decided against Twitter account
 - Discussion about China using We Chat a lot, would need to establish people/connections in certain regions: need native language speaker with time to help disseminate information
 - Japan and Korea have private social network
- 4) Meeting with David from Media Workshop: coaching Vincent and Brett
 - Positive growth on Facebook from 500 to 850.
 - Suggested small videos or things that are controversial.
 - Placing material that will generate comments
 - Make posts more interesting and interactive and more regular.
 - Discussion about producing small segments one suggestion was top 10 questions GPs have.
 - David recommended considering boosting posts, costs involved to do this. Given recommendations to start small in key areas to see how boosts performed

- Linked In boosting not recommended
- 5) Current accounts
 - Facebook: Vincent and Alberto have access in addition to Brett
 - G suite is where YouTube channel is
 - Mail Chimp hosts the mailing list
 - Vimeo Pro account needs to be opened
 - Payments are small but would be good to have WAVD credit card for this
- 6) Facebook demographics: ages, gender and geography were shared
 - 70% are women, Majority ages 25 to 44
 - USA (129), Brazil (60), Canada (40) are top 3 countries
 - 8 followers in Egypt, 9 in Pakistan
- 7) Discussion Instagram should be considered as it is more popular platform with younger individuals
- 8) Discussion about social media in Asia
 - Korea has private social media, Japan Facebook and Twitter and still use websites and hard copies of info distributed to hospitals
 - Hans shared recent data that shows which types of social media are most popular in which countries in Asia & shared idea to have people fill out surveys at meetings to collect data
- 9) Discussion about ways to increase profile of WAVD among MOs:
 - Some ideas were to sponsor residents' summer camp: \$3500, \$2000 to sponsor meet and greet at European Veterinary Dermatology Congress (ESVD/ESVD meeting) but not educational, \$1500 for resident's breakfast at NAVDF.
 - These may all be more cost than value.
- 10) Priority activities for year ahead:
 - Webinar roll out and promotion: Facebook, LinkedIn, contact FACAVA (40 diff countries, 25,000 vets) and WSAVA, notify vet schools.
 - Still have Bordeaux videos/testimonials to complete
 - Develop and complete "hot topics" for social media sites
 - Utilize YouTube more
- 11) Discussion about branding: WAVD USB sticks. Concern need to choose something ethical and not adding plastic unwanted materials in the world
- 12) WCVD9 should have Facebook Page and WCVD 9 has taken bids to have coordinated social media

ACTION ITEMS:

Promote webinars, Develop hot topics for social media, Bordeaux testimonials to complete

10. Publications (Clinical Consensus Guidelines) Subcommittee Report – Rosenkrantz

- 1) First 2 CCGs published, received tremendous positive feedback
 - Dermatophytes and MRS species
- 2) Demodicosis and *Malassezia* were presented ACVD and ESVD and *Malassezia* at a human anti-fungal meeting.
 - After presentation, ask for comments/feedback on website not password protected but have had NO extraneous comments appear on the website
 - Demodicosis submitted and addressing reviewers' comments.
 - *Malassezia* has been submitted to *Veterinary Dermatology* likely needs editing for length
- 3) Past CCGs modified with suggestions for organizing into sections with headings and table of contents, with more images and diagrams by *Veterinary Dermatology*
- 4) 2 next CCGs are Equine hypersensitivity and Otolaryngology both approved at last AGM.

- Rosanna chairing Equine Hypersensitivities
 - Updated an outline: Culicoides Hypersensitivity (etiopathogenesis, clinical presentation, diagnosis and therapy), sections on Atopic disease, Contact allergy and hypersensitivity to other parasites: onchocerciasis and habronemiasis).
 - Has chosen people to contribute including Wayne and Stephen.
 - Should be ready for presentation at Sydney
 - Dr. Halliwell shared ICADA had discussed work on equine hypersensitivity but will recommend not pursued as CCG being prepared
 - Otology Best Clinical Practices Jimmy Noxon asked to chair but he has had some serious health issues
 - He wants to complete this and will meet with Wayne at NAVDF and review timelines
 - Some concern about committee making deadlines
 - Some work has already occurred
 - Discussion: If can't make deadline, don't have to do 2 CCG at Sydney, it could be for 2021
- 5) Committee discussed considering Leishmaniosis as a back-up that could be put together for Sydney
- Proposed to ask Patrick Bordeau to lead or Luis Ferrer. Stephen has not yet contacted Patrick but knows he is overwhelmed right now.
 - Other option is to ask is Chiara Noli, or others working with Leishvet
- 6) Consider topic of Leishmaniosis and ask Chiara to chair if Otology CCG is not going to go forward or consider for a future CCG
- 7) Feather picking is another proposed future topic

BREAK FOR LUNCH

11. Proposed WAVD CE Conference to be held between congress years – Budgin

- 1) Drs. Halliwell, Paradis and Budgin have been discussing this proposal via email and what WAVD could sponsor in terms of CE meeting in between congresses that would fit with mission to promote veterinary dermatology
- 2) Different meeting options were considered
- 3) Initial Idea was 2 to 3 day comprehensive CE for 300 to 500 attendees, 6 speakers on alternating years with WCVD example: 2022 to 2026
 - Disadvantages: Large scale operation, need additional PCO and organizing committee, concern with competing with other associations (SLDV, ESAVS), considerable costs
 - Advantages: WAVD branded event
- 4) Road show style event, series of lectures given several times in different locations within one geographic location, one speaker and translator and reliable PCO - similar to what Latin American Society does and is done in Europe.
 - Disadvantages, still expensive, labor intensive, difficult to organize and may be poorly attended for cost & effort, need local PCO with knowledge of the area, be careful of competing with sponsors and other organizations' meetings
- 5) Set up a pre-congress day rotating around the regions out of sync with the main WCVD congress. Propose a pre-congress day in area where WCVD was not taking place for example in 2022 ESVD/ECVD
 - Advantages: lower cost, work with PCO of organization putting on the main congress, perhaps free registration for those attending the main conference, WAVD speaker(s) may consider waiving fee in exchange for main conference registration and paid travel/accommodation expenses

- 6) Offer a pre-congress vs. whole stream at rotating national meetings (IVX in North America, FECAVA in Europe, BSAVA, WSAVA) similar to what ACVD has done at NAVC in the past. This may be annually or every 4 years between WCVD and in remote areas from the previous or next WCVD. Richard suggested this morning that a stream could be arranged at WSAVA and BSAVA.
 - Advantages: income sharing, could be cost neutral, good publicity for WAVD
 - Disadvantages: Are we reaching target audience and delivering CE where it is most needed as many national meetings offer substantial amount of dermatology CE, significant ongoing administrative effort
- 7) Expand on the GVDEG model with more funding to proactively market the CE program (like a “major” GVDEG event) either annually or every 4 years (excluding a WCVD year). ESVD has embarked on such an initiative in Eastern Europe
 - Advantages: would likely target underserved areas
 - Disadvantages: requires considerable administrative effort; may not be cost neutral
- 8) WAVD becomes a major sponsor of the SLDV efforts to plan CE tours. Dr. Pablo Manzuc plans the tours that involve three cities in the same geographical location with one invited speaker and then need a SLDV member to serve as translator. One full day of lecture + 1/2 day of wet lab (dermatology cases seen in a small animal clinic or nearby university). Three tours have occurred in selected underserved areas with dependable organizers.
 - Advantages: Pablo is extremely enthusiastic, organized and communicates well, GVDEG has partnered with SLDV to provide speakers for tours
 - Disadvantages: many local organizers in some countries have declined (ex: Bolivia, Uruguay, Argentina and Chile) and others are undecided due to cost (Paraguay, Peru and Ecuador)
 - Dr. Martin Cordero was asked if WAVD bringing CE to Latin America presents conflicts he felt needs to be cooperative effort with Latin America Society and WAVD. Many CE meetings in Latin America are a business
 - Likely cost is \$6,000 to \$7,000 costs per tour for speaker travel and translator this may not be viable at this time
- 9) Need to determine if objective is meant to be income generating or meeting goal of disseminating dermatology in a cost neutral way
 - If needing to be cost neutral options remaining options are partnership with WSAVA to design a stream, explore idea of a pre-congress day or more funding to GVDEG
- 10) Providing a WAVD stream for WSAVA depending on the meeting location. WAVD is offering their expertise and connections to plan the WAVD dermatology track in years where WSAVA is in underserved areas. WAVD volunteers to organize and plan the program but WSAVA pays for the speakers.
 - Sheila Torres is ACVD representative to WSAVA and consider reaching out to her to discuss this idea
 - WAVD may need to become an affiliate member WSAVA, \$500/yr. In the past there was no interest in doing this among WAVD AC
 - Consensus was to explore relationship with WSAVA to join forces to produce WAVD dermatology track
 - President to President conversation to explore
 - Dr. Shane Ryan is current president (lives in Singapore)

ACTION ITEM: Reach Out to WSAVA to see if there is any interest in the idea of joining forces- Kwochka

12. Proposal for an Annual World Veterinary Dermatology Day – Defalque

- Dr. Defalque shared his presentation about this proposal
- Propose it is in line with publicity and promotion. Idea to make an international day for veterinary dermatology, veterinary radiology has an international day of veterinary medical imaging on the day X ray was invented
- Proposed to promote and disseminate information about veterinary dermatology and WAVD
- Feb 3 was birthday of Hugo Schindelka
 - This is a holiday in Japan
- Could be used for promotional purposes:
 - Such as day the CCGs are released on line
 - Could have an annual theme for the year with suggested activities around that theme
 - Could be way to increase presence on social media
 - Currently AAVD, ACVD and ECVD have no presence on Facebook
 - Biggest presence is SLDV,CAVD then WAVD
- In USA there is a National Calendar Registry you can go online to register, need to make sure there are not major negative holidays
- Envision doing this in 2020 or 2021 would work with MOs and publicize events that were planned

ACTION ITEM: Vincent will work out possible ideas for what might be doable during first year and how this can be used for promotion

13. World Congress of Veterinary Dermatology 9 Update – Burrows/Muse

- Mandy provided update using the WCVD 9 new website
 - 1) Scientific Program
- 6 themes of the congress all State of the Art and Supporting Review speakers have been confirmed and website has photos and speaker biographies
 - 5 of the SOA speakers are from Australia. Helps with travel expense finances and profiles science being done in the region
- 24 General practitioner CE lectures retitled: “Dermatology in General Practice” and 24 Advanced CE lectures retitled as “Advanced Dermatology for Clinical practice”
- 15 feline lectures and Danny Scott has been invited as keynote speaker, 8 lectures in equine stream and 8 lectures in wildlife/exotic stream
- 11 Workshops and 6 wet labs (including lasers and otoscopy) are being planned and University of Sydney facility is planned to be used.
- ISVD both basic and advanced histopathology workshops. Australian Society of Veterinary Pathology may combine their meeting with ISVD may include 50 to 60 of their members
 - 2) Sponsorship and Exhibition
- David Lloyd is chair and Wayne Rosencrantz is USA lead
- 9 Principal sponsors with 4 major sponsors and 3 supporting sponsors, 1 ordinary sponsor confirmed to date
 - 81% of original budget has been met
- Company symposia: Up to 9 spots depending on time. Program Committee hoping for 6. Three Principal Sponsors are confirmed to sponsor company symposia on industry day: Zoetis, Virbac and Ceva. Royal Canin is considering as are Heska, Elanco, Dechra
- 3) Social Program
- Wed Evening: Opening ceremony 6-7 pm, followed by Welcome Reception will 7 to 9

- No Meet and Greet on the Tuesday evening due to budget
- Thursday Evening: Local theme evening is the Luna Park: games, rides, band, food stations.
 - Menu being planned 89/person, buses, water transport
- No Gala Dinner planned
- No specific plans for speaker's dinner as yet
- Will be 2 social events with registration
- Friday evening looking at Dine around Sydney event with Sponsors and moving people between venues
- Scholarship lunch function

4) Treasurer's report

- EOC meeting here need to determine registration fee.
- If they obtain more than 1500 delegate they get max discount of 50% for the fees for venue.
 - Everybody counts for this total; speakers, accompanying persons and exhibitors
- Registration fee is going to range between \$1250-1500 Australian (€775- €930 or \$884 - 1050 USD)
- Target likely \$1350 Australian, \$950 USD, €838, 757 Sterling
- At \$1250 Australian need 1500 delegates to break even.
- Other registrations discussed :
 - \$525 Australian for residents, and accompanying persons about the same
 - Feline 2 day, one day registration
 - Practice registration send a different person on different days
 - Would not include social functions
- Comment need to promote everything that comes with registration: includes daily box lunch, coffee breaks, welcome reception, Luna Park evening

5) Publications

- CE proceedings will be on WAVD website
- Ongoing discussion about recording lectures & looking at WAVD YouTube channel
- Ongoing discussion paper vs digital only with environmental concerns and value of printed notes : has not yet been determined
 - May be option with registration to have printed copy for an extra cost or link with registration to on-line notes and delegates print what they wish
 - EOC was split and it is still being discussed
 - Timing will be an issue can't print short notice
- Abstracts published in *Veterinary Dermatology* issue is still be discussed with WILEY
- Advances publication decisions are being made in near future
- Timeline has been determined and first call for abstracts has gone on out.

6) Publicity

- First two publicity communications (online announcement/ electronic newsletter)
- Under latest news on website there are electronic newsletters
- Updates: there is a boomerang to Sydney : Key dates and messaging Sydney is closer than you think
- Under delegate information: Photo competition with koalas with a eucalyptus leaf
 - Delegates can photograph promotional Koala in unusual/creative photo and winner gets free registration and 5 nights hotel
 - Koala's provided by tourist bureau
- 2000 copies of boomerangs and speaker flyers distributed multiple meetings and in bag flyers at NAVDF
- Carmel is ambassador for Asia, Koji working in Japan, Rusty and Mandy looking at Australia

Going to move ahead in agenda....

18. Hugo Schindelka Award Subcommittee Report – Halliwell

- Meeting Friday afternoon between 2 to 4 pm.
- There were nominations for 3 individuals
 - Not all were in the prescribed format
- The recommendation will stay secret between the committee and President.
- Specific day in program has been set for the Schindelka lecture: suspect Thursday as in WCVD 8.

14. WAVD Scholarship Programs – Burrows

- a. Program for WCVD9
 1. Background: WCVD8 in 2016 awarded 30 scholarships awarded full registration and \$1000 USD or equivalent in whatever currency awarded 2016. Made commitment to continue this for WCVD 9 in the budget with a commitment of €46,000 (Euro).
 - Costs may be higher because WCVD 9 registration will be higher than when scholarships first budgeted
 2. Open applications June to Dec 2019. Need to turn them around quickly so recipients can have a 9 to 10 months lead time to plan as there are longer distances involved with Sydney than in WCVD8
 3. Need to decide how many scholarships to award and what will the scholarship cover
 4. Some scholarships are being targeted for specific geographic regions: 3 of the 25
 - Thai scholarship can be partially funded as Richard Malik waved his webinar fees so that they are used to support scholarship for applicants from Thailand.
 - This would be \$800.00 to transfer from education budget into scholarship funds
 - Remainder will be subsidized by WAVD
 - One of the 25 WAVD scholarships will be awarded to an applicant from the Balkans
 - Propose allocate one scholarship for recipient from Kenya
 5. Currently €45,800 in budget, amount needed will depend to some degree on registration fee.
 - Advertise 25 instead of 30, if sponsorship looks good could add additional 2 to 5 scholarships
 - Propose receive free resident registration cost, plus \$1000 USD towards travel cost. Stipend is given once they arrive and given in cash and they sign for it to have records of receipt.
 6. ISVD will fully subsidize 5 scholarships to the ISVD day from among the 25 WAVD scholarship recipients
 - Recipients will get free pre-registration for the ISVD day
 - Need to address a number of specific criteria as part of the application. May not award them all because SVD is asking for specific criteria and not all scholarship recipients may meet them
 - The ISVD board will be involved in the selection
 7. Going to do a lunch for scholarship recipients at WCVD 9
 - This is likely to be on the Thursday
NEED A BUDGET FOR THIS
 8. WAVD website and promoting the past scholarship recipients
 - There is listing of past scholarship recipients from WCVD7 and WCVD8 and their countries of origin on website
 - Need to create a section to highlight information produced by past scholarship

recipients as testimony of how the scholarship has helped in their geographical area of practice

- Plan to profile one a month: profiled efforts by WAVD to promote veterinary dermatology globally by seeing how scholarship recipients are impacting veterinary dermatology in their local regions
 - Create sustainable relationship with these recipients
9. Application form for the WCVD9 scholarships is on the WAVD website
- Discussion about how letter of recommendation needs to be confidential and not doctored in any way so should not be uploaded by the applicant but submitted directly by the mentor
 - Concern about whether this adds more administrative work to chase down letters
 - Challenging to design website for separate letter submission so perhaps have separate submission email or consider a letter template that is used
 - Letter of recommendations asks to speak to the applicant's interest in veterinary dermatology
 - Application of financial need
 - Variable information is provided
 - Anticipating 60 applicants

ACTION ITEMS:

- 1) **Will remove the button on the application form that says submit letter of recommendation- White**
- 2) **Write a press release about the scholarship application process being open- Burrows**
- 3) **Develop some more criteria for the letter of recommendation form- Burrows**
- 4) **Need budget for Scholarship recipient lunch**

b. Update on the Peter Ihrke Scholarship at UC Davis – White/Burrows

- Initiated to commemorate the contributions of Dr. Peter Ihrke
- Scholarship provides up to a total of stated funds that covers economy airfare, modest accommodations to spend 2 to 4 weeks at UC Davis with the dermatology service
- Have profiled Veronica Pareja who spent a month at UC Davis
- New timeline for 2019 application, closing date of September 2019.
 - Criteria: No residents or interns and at least 3 years of clinical practice.
 - Discussion whether letter of recommendation should or should not be uploaded by applicant
- Have underspent the budget for past two recipients of the scholarship

ACTION ITEMS:

- 1) **Get information about Sabrina Costa on to the website**
- 2) **Fix that when clicking on pictures of recipients on website take you to Schindelka award**
- 3) **Drs. Outerbridge & White can work with next recipient to determine dates**
- 4) **Need Criteria to have addressed in letter of recommendation**
- 5) **Write news release about scholarships and WAVD and WCVD website: Dr. Burrows**

Go to Items 20 and 21:

20. Reports from MO Representatives and MO-WAVD Interactions – Entire Committee

a. ESVD – Paterson

- Summarizes success of annual conventions and workshops. Eastern Europe annual meeting in Bulgaria. Travel and fellowship grants.

- Sue sent a report after a March board meeting that ESVD support and expressed thanks for sharing budget and transparency. They are not in support of having a WAVD meeting in between world congresses. ESVD would support a BSAVA WAVD track
- Sent report about a two-day meeting in Minsk in January, 2019 for 78 delegates. There were a number of expenses associated with the meeting and a budget was provided for review that included costs for a PCO, translation into Russian, speaker travel, hotel accommodations and speaker honoraria, rooms, registration and badges was successful event except meeting had a €10,000 euro shortfall. ESVD is requesting WAVD cover this shortfall.
- Discussion about the ESVD request to cover the shortfall of the above meeting was heard followed by a vote taken to refuse support for the following reason:
 - In accordance with WAVD policies and practices which have been followed for all activities including educational programs, WAVD sponsorship requests are considered prospectively after submission of the sponsorship application. This policy was adopted with the advice of our accountant and legal counsel in accordance with closely regulated Scottish charity law (SCL) and was unanimously approved by all WAVD Member Organization representatives. It has been in place for years and applies to all Member, Affiliate and Provisional Organizations. It would be unfair and against SCL to apply more favorable criteria to one organization over another.

The AC feels that the educational efforts of ESVD over the years have been outstanding and have helped to grow the specialty in underserved parts of Europe. If ESVD plans to seek sponsorship from WAVD in the future, it would be most desirable to start early and work in a collaborative effort as a joint project to fulfill the missions of both organizations to provide a cost-effective, sustainable, compliant educational program in an underserved area of the world. We would be very happy to work with ESVD on such a venture.

ACTION ITEM: Dr. Kwochka will speak to Sue and draft letter to inform ESVD of decision

b. ECVD – Bensignor

- Free access and travel grants for residents. Summer camp for residents in 2019 with 17 ECVD, 17 ACVD and 5 AiSVD residents have attended. Working on digital examination and implementing professional standards

c. ANZCVS – Burrows

- Dermatology chapter is keeping funds from WAVD in separate bank account. Using these funds for chapter grants for example subsidize individuals to attend science week, and support research grants.

d. ACVD – Outerbridge

- Summary of business meeting and letter from ACVD treasure that all WAVD funds go to ACVD research foundation and this is the plan going forward for these funds

e. CAVD – Defalque

- Hired a management company and wrote new bylaws.
- Every second month there is a CVJ derm article in the *Canadian Veterinary Journal*
- Over 300 members, have vet student and vet tech affiliate membership
- 40 CE events across Canada. CAVD involved in about a third of these.
- Distributed one research grant and one resident travel grant.
- Annual meetings with membership by audio conference. Meeting last fall no members joined just the executive committee.

- CAVD dermatology forum in Edmonton, registration 55 people and have \$25,000 in sponsorship.
 - Likely to become annual meeting except in World congress years
 - Proposing Halifax in 2021

f. AAVD – Budgin

- AAVD EB and general meeting in Maui at NAVF, board had teleconference meeting in Jan 2019.
- Staff changes with new executive secretary.
- President will remain additional year and rotation of officers will occur in 2020 due to resignation of Vice President.
- WAVD funds are used for
 - Annual donation to ACVD research foundation of \$15,000.
 - WAVD funds help publication for Derm Dialogue,
 - 24 student awards this year. Total of 90 student awards since 2014.
 - Support ADVT with one registration for a tech to NAVDF

g. AiSVD – Nishifuji

- Only activity to prepare for next Asian congress in Shanghai.
- 3 seminars in China sponsored by an allergen company
- Looking at plans for CE event in Hanoi
- New person in charge of website and to distribute academy information
- Koji plans to resign as president of Asian society as he is president of Asian College
 - The new president has not been determined

h. AiCVD

- Residencies in China and Taiwan
- Board meeting in Japan in July 2018
- 2 people failed exam, and 1 passed. Next time 5 candidates to take exam
- Koji has become new president of Asian college

21. Review of Annual Reports – Entire Committee

a. ICADA – Kwochka for Pucheu-Haston and Mueller

- Re-reviewing criteria for membership, and how members will be evaluated to stay on or leave the association
- Several working groups of have been disbanded due to inactivity or no longer needed.
- Equine allergic disease group has been reactivated and feline allergic group (Richard is chair for feline group), Food allergy group is still active
- Mid 2019 major revisions starting on the practice guidelines

b. ISVD – Kwochka for McMahill

- Group have been active at Maui NAVDF 2018 and European pathology meeting in Romania Sept 2018, meeting here in Austin
- Updates to website and new board
- List serve active with case of the month.
- Current membership 159, student members 54, one honorary member

c. GVDEG – Budgin

- Structure and organization remains largely the same 2018 and 2019
- CE activity 2019 and 2019

- Chiara finishing 3 year program in Albania: 2 weekends a year in Albania ends in July 2019
 - Highlights of this program. Ceva purchased 10 microscopes in use by local veterinarians and the university.
 - Focus on identification of a center where clin path can be run.
 - Vet association organization in Albania is slow to progress
- Chiara was invited to start similar program in Kosovo and Macedonia
- Jeanne B went to Malawi and Kenya
 - 2 days of lectures and day of wet lab
 - Malawi may not be relied with goals as it is a very poor country but little companion animal medicine not ready for dermatology.
 - Nairobi Kenya is well developed they have microbiology lab, dermatopathology so not meeting the goals to provide CE to underserved areas.
- Contact with WSAVA working on a 3 yr program in Ghana and Zambia.
- Went to Hanoi in 2018 did lectures and case review.
 - Plans to return in 2020 may also consider Taiwan.
- Sheila is heading to New Delhi in May. Will do cutaneous cytology.
- Partnered with Latin America group providing speakers with no stipends to try and do some tours in that area of the world

d. SLDV – Martin

- Dr. Martin reviewed the activities of the SLDV.
- Main event for SLDV was Congress in June with 1250 attendees from 22 countries First time to have representatives from outside Latin America: France, Canada, Turkey
- There were 17 speakers, 2 streams: advanced and concurrent, and 4 wet labs.
- During congress the first defacto diplomats received their diplomat status, Manon represented the international committee and she presided over this.
- Meeting was financial success with enough sponsorship with no registration fee
- Elections took place at the meeting. Dr. Rodriguez from Columbia is President
- Working on a journal.
- 5th Latin American Congress will be in 2021. Accepting bids to host that.

AC had discussion about how various associations are doing cytology workshops: acquiring microscopes vs digital images with modicum vs prepared glass slides

Adjourn at 4:52 start 8:30 am

Second Day of AGM started with several hour discussion of the possible venues for WCVD10 and results of past site visits.

15. Selection of Host City for WCVD10 in 2024

A. Cancun site visit (Halliwell/Paradis), final bid update (Martin)

1. Dr. Halliwell provided overview of past site visit to Cancun in 2015 & Dr. Martin provided updates
2. Dr. Halliwell reviewed geography of Cancun, the location of congress center and hotels from airport, and updated information on direct flights to Cancun.
 - Asia no direct flights, but one to two stops: cities in Europe to Gatwick (5 days a week in British Airways). Busy airport, 40 minute taxi to hotel area.
 - Less flights from Europe now than a couple of years ago, most airlines fly a few times

a week not daily.

3. Suggested time of year is March where it is not as hot and humid, only 3 days of rain on average in March
4. English is widely spoken
5. Lots of options for tourist activities: Mayan ruins, beaches, diving
6. Reviewed variety of hotel options and Convention Center meeting rooms
 - Could readily accommodate 2000 and likely up to 2500
7. No one is local onsite but within in an hour. There is growing society and college that have members to support organization and attend the Congress.
8. Identified a PCO already with lots of experience
9. Local evening could likely be a local beach and the Coral Beach ballroom could be used as a back-up if weather was not favorable. Hotels have options for a gala dinner if chosen to have one.
10. Sponsorship for other veterinary conferences in this region have been very successful.
11. Manon was asked as she was on the site visit to add anything further and she felt Richard summarized their site visit findings
12. Discussion about safety came up. Alberto stated most violence/crime is drug related and shared that when he has been there he has always felt safe. Hans states crime rate is going down. Cancun murder rate was increasing but Alberto commented that was not in tourist area and related to illegal drugs.
13. Cancun important and popular tourist destination so government takes measures to decrease crime rate.
14. Koji commented that March is end of fiscal year in Japan and beginning of school year
 - Agreement that dates must avoid religious holidays or spring break which could occur in March or April
15. Alberto provided update regarding recent remodeling that has taken place since past site visit from 2015-2019.
 - Convention Center has been updated and expanded and there is a connected hotel now, 5 million dollar investment
 - Largest room can accommodate up to 3000 and in total the convention center can accommodate 6000
 - 3 companies that can offer meeting insurance
 - Connectivity with air travel, there are several non-stop flights, discussion that some may be charter flights from Europe
 - Airport has been expanded and has an international flight area
 - PCO proposed is K group used for Latin American meeting and Alberto reported was great to work with. Mandy shared her experience as a speaker working with them and confirmed their attention to detail.
 - Reviewed in detail 2 budgets with different hotels for 2000 people with hotel discounts and cost of 80 rooms for speakers but did not include speaker costs and travel

B. Boston site visit (Halliwell/White), final bid update (Outerbridge)

Dr. White reviewed both Boston and Chicago and went between both going through the criteria

1. Reviewed average weather for proposed July dates
2. Airport is Logan, lots of domestic non-stop flight and international direct flight, 10\$ one way shuttle 20 minutes, \$2 subway needs a change in trains
3. Hynes Memorial Convention Center lots of updates for wireless, adequate space, one auditorium, two halls not carpeted so need to pay for carpeting. 60,000 to rent with 250,000 in F&B minimum

4. Auditorium flat but has tiered balconies could host opening ceremonies, could seat 3000
5. Large ballroom for exhibition hall
6. Several 4 star and one 5 star hotel (Mandarin Oriental) connected via Copley Place. Sheraton and Marriott. Doors directly from Sheraton to Convention Center
 - Possible to use Boston University residence Halls and connected via subway
 - Need to fill 80% of agreed upon hotel rooms
 - Will count hotel rooms booked outside the congress website.
 - Five dollar discount per room if contracts signed by deadline
 - Certain number of suites for standard room rates
 - 100,000 Bonvoy points
7. Boston Public Library (beautiful old building connected by outside garden area to more modern building) possible local themed venue is within walking distance from the Hynes
8. Other option is New England Aquarium would have outdoor tent area and access to aquarium. Affiliated theater IMAX shows 30 minute films holds 350
9. Top of the Hub restaurant stunning views of Boston could be speaker dinner
10. Translators \$6000, do not know if it includes head sets
11. Signature Boston works with hotel relations and Boston Convention Centers, very organized
12. Massachusetts VMA large w/ 1200 members, 5 ACVD diplomats in general area and Boston is center for health with medical schools includes Harvard, MIT, Tufts Vet school is an hour away. Angel Memorial is in Boston
13. JFK presidential Library, lots of museums, history (Freedom Trail), restaurants, shopping, day trips to Cape Cod
14. Boston is less with \$29.00 for 2 coffee breaks/ person
15. Boston projected profit is \$140,000 by Venue West, very conservative estimate for sponsorship
16. PCO Venue West did a great job organizing site visits
17. 501C3 structure to be an Non Profit Operation (NPO)

C. Chicago site visit (Halliwell/White), final bid update (Outerbridge)

- Dr. White reviewed weather for possible dates for Hyatt in September. The Sheraton has July and September dates
- Has 2 airports
 - O'Hare busiest airport in the USA lots of non-stop flights. There is the L train to city center for \$5, airport shuttle \$28, takes 30 minutes.
 - Also Midway airport closer to downtown mostly domestic flights and has shuttle and L train stop
- Both hotels have 3 levels of meeting space.
 - Hyatt has large halls and 19 break out rooms
 - Rental fee is free if meeting F&B of \$400,000 but not Crystal ballroom
 - Sept room rate \$339.00
 - Right by Chicago river
 - Lots of charging stations in the hotel
 - 80% attrition rate had not confirmed counting rooms booked on other sites
 - Sheraton exhibit hall area has a low ceiling only about 10 feet
 - Ballroom and lots of break out rooms
 - Unconfirmed room rates at moment \$269
 - Options for social program (local evening or gala dinner) in the hotel
- Possible locations for social events are Field Museum and Navy Pier
 - Field Museum would require buses, Main hall is very large with connecting smaller halls with exhibits. Second floor has more halls and balcony area. Bottom floor there is a good

- area for a dance floor that would leave other quieter areas. It would not be a seated dinner for 2500 it would be a buffet and bars
 - Navy Pier large building near the river. Large areas to set up buffet and high boys could not have sit down dinner
- \$10,000 for translation with 200 headsets
- Convention bureaus not as interconnected with hotels as Signature Boston
- 6 ACVD diplomats in area, 3 hours to closest vet school, 1500 in state VMA
- Lots of museums, zoo, aquarium, planetarium, restaurants and shopping
- Chicago is \$45.00/person/day for 2 coffee breaks
- 21st of 25 highest crime cities, Boston is not on list

- Dr. Outerbridge provided comments to update
 - Both cities are medical hubs with lots of MD dermatologists and potential for having a comparative program.
 - Boston is very walkable and lots of historical sites.
 - Many options for things for accompanying persons to do in both cities.
 - Both locations will be easy for sponsors to send representatives.

- Discussion ensued about importance of congress structure to be in compliance with WAVD as a Scottish charity and transferring funds. In Mexico has to be structured outside country as funds need to leave the country to not have tax ramifications

- D. Side by side comparison of three potential host cities by Dr. White**
 - Compared above information highlighting differences between 3 different sites regarding availability of direct flights, weather, proposed time of year for the congress at various bid host cities, airports and transport from airports to convention center, interesting things to do within cities and nearby areas for before and after congress, hotels (quality and variety), local organizations for support, Congress centers (size and suitability of rooms), local attendance potential, options for local evening, speaker's dinner or gala dinner location options, translation services, security concerns, cost comparisons for coffee breaks and lunches and rental, food and beverage minimums.

- E. General discussion of the site visit results and final bids in Executive Session (Drs. Outerbridge and Martin excused) No notes taken**

- F. Vote for the host city for WCVD10 took place: No notes taken Secretary not present**

Dr. Outerbridge and Dr. Martin returned

 - Informed vote was for Boston to be the host city for WCVD10
 - Dr. Kwochka nominated Dr. Outerbridge to be president of WCVD 10, this was seconded by Stephen White, no discussion, all present voted in favor, no one abstained or opposed

ACTION ITEMS:

- 1) Dr. Outerbridge will draft Announcement of Venue for WCVD10 to be in Boston**
- 2) Future EOC members will be voted on electronically by the AC over the next year**

16. Application from the Latin American College of Veterinary Dermatology for WAVD Provisional Organization status – Martin

1. Brand new organization represents work of 4 to 5 years.
2. Created International Committee to oversee establishment of the college
 - Luis Ferrer, Sheila Torres, Thierry Olivry and Manon Paradis

- Helped establish criteria for the first defacto diplomats
 - To be involved for 10 years which is scheduled to end in 2022 (according to Manon)
3. Now have 17 members, 6 members in Argentina, 4 members from Mexico
 4. Created a board of officers. Created during an online vote supervised by the International Supervising Committee: selected
 - Dr. Blanco Pres, Alberto is VP, Mexico treasurer Secretary Argentan, MoL from Venezuela.....board is listed on the report application
 5. In the process of legally establishing the college in Mexico City
 6. Official language is English but Spanish may be internally used language for communications
 7. By Laws were created based on ACVD that were provided by ACVD and also ECVD and created a hybrid
 8. Alternate residents program, similar to how it is done in Europe: 3 yr residency program, 5 yr in clinical practice before that.
 - First exam will be done by International Examination Committee rather than the de facto diplomats.
 - Case log of 250 cases similar to ACVD residency.
 - 3 yrs residency
 - Publication in peer review journal
 - Pass certifying exam.
 9. Goal is to create specialists throughout Latin America
 - However, each country will need to work with education association within each country to be legally recognized as a specialty
 - It will be the first veterinary specialty to be recognized in most of these countries
 - Similar challenges to Asian College and European as they are members within different countries
 10. No budget to start this process. \$200 yearly fee for each member, not charging Venezuelan members due to challenges in their country
 11. Anticipate will be legally recognized within the next month
 12. Hope is to start training residents at end of 2019 or 2020.
 - Each de facto diplomate can start with one resident and after one year could train a second resident but no more than two residents
 - Hope to have first examination in 3 to 4 years.
 13. Plan to work with LASVD to get some funds and work together to promote *Veterinary Dermatology*
 14. Asking for Provisional Membership

Questions and Discussion

- What criteria was used to determine the de facto diplomats?
 - Needed to have several years doing mainly dermatology. Had to get at least 50 points: 2 pubs, 1 month with ACVD or ECVD specialists, giving CE lectures or taking CEgot certain amount of points for the above.
- How are de facto diplomats going to work with International Committee to ultimately learn how to administer certifying exam?
 - Hoping they will stay involved to help with the administration and development of the exam
- Discussion about National Veterinary Specialist Board such as ABVS and EBVS and their roles to oversee development of specialty colleges
- What are budgetary needs?
 - Does not yet know budget needs
- What's the timeline for first exam?

- Hopefully within the next 3 years
- Comment on exams about language for non-English language speakers. Multiple choice questions can be problematic. Recommend speaking with Chiari Noli about avoiding language barriers and standard settings for the European exam
- How often planning to have Latin American Congress?
 - Taking bids, the plan is to have it every 2 years, next one is planned for 2021

Note: Dr. Martin then presented information about the Latin American Society application for full

membership and left after that prior to discussion about both applications

- Motion to accept as a provisional member within WAVD proposed by Dr. Kwochka, second by Dr. White

Ensuuing Discussion

- Both applications are brief and lack detail and were submitted after the requested deadline.
 - From the presentations there is more going on than is on the application.
- Several members are concerned about where they are at this point
- Concerns about lack of evidence. In particular lack of evidence about contributions from members of the college to veterinary dermatology, this is something that is asked for in the application.
 - It is stated to be occurring but no examples are provided on the application about what members have been actively conducting research and publishing findings.
- Need evidence that residency training has been following established guidelines and that diplomats have successfully passed exam
- Manon was asked about the prerequisites that the International Committee put together for de facto diplomats and stated that she felt the de facto college members are hard working and have met the requirements. Guidelines and by laws have been established.
 - International Committee will remain advisory until at least 2022
- Articles of Association for WAVD state that WAVD will determine conditions for provisional membership but there is expectation that there is some demonstration within the application with details and copies of bylaws and guidelines
 - These details likely exist but need to be provided in the application
- Request for more input from all leadership involved to demonstrate cohesive efforts
- Vote was held: All in favor: 3. Those against: 11, No abstentions

ACTION ITEMS:

- 1) **see below**

17. Application from Latin American Society Veterinary Dermatology for Full membership

1. Has been provisional member since 2012
2. Have tried to achieve full membership before
3. Society is legally established and has 266 members, increasing their membership
4. Website for Latin American Society website has by laws on it and had the road map for diplomat status for the Latin American College
5. CE is being providing; some CE tours in underserved regions and successful meeting in Merida
 - Congress occurs every 2 years

6. Trying to get a member subscription for *Veterinary Dermatology* on line
7. Has created an effect that other national societies are being started in various countries
8. New President is from Columbia. Veronica Pareja (Peter Ihrke scholarship recipient) is on the board.
9. Members access on website case discussion, website is in Spanish, focused on developing journal in Spanish
 - journal structure is being reformulated trying to make it possibly peer reviewed
10. Trying to get local societies from different countries involved many of their members are individual members of Latin American society

Note: Dr. Martin left during discussion about motion

- Motion to accept LSVD as full member organization proposed by Dr. Kwochka. Seconded by Dr. Halliwell

Discussion

- Failed last time they applied for full membership and it was recommended they establish bylaws and legal status and run a successful congress and all of these have been fulfilled
- They are now running a functional society with amazing progress
- Concern if the core group are now defacto diplomats will they continue to sustain the society when the College will require a lot of attention
- Applications are sparse and lacking detail, offers were made to review the applications in advance after past unsuccessful application
- Vote: All in favor of motion to accept LASVD as full member organization: In favor 12, Against 2. Requires 75% of voting members so motion carries
- Alberto was advised that LASVD was accepted for full membership, and welcomed as full member.

ACTION ITEM:

- 1) Advise the Latin American Society they will need to elect a representative for 4 years and send name to Dr. Kwochka.**
- Also informed that they are being asked to provide more documentation and evidence prior to making a decision about provisional membership for the Latin American College.

ACTION ITEMS:

- 1) Provide WAVD document about Provisional membership, and list of things needed to be addressed.**
- 2) More complete application that provides all evidence: requirements for de facto diplomats, CVs & pub list of de facto diplomats, copies of guidelines for college, by laws, completed residency program guidelines, plans for board exam.**
- 3) This information could be obtained before the next meeting and an electronic vote held**

22. Global Support and Expansion of Dermatology

- a. **Africa Update and South Africa Dermatology Internship status** – Lloyd/Kwochka
 1. Sponsored an internship in SA, developed a program, they were active and involved. Appointed someone who seemed very appropriate but he has developed cancer and although back working

2. South African group has developed dramatically.
3. Hoped to extend to other parts of Africa. East Africa and in particular Kenya. Dr. Lloyd and Dr. Anita Patel have been teaching in Nairobi. Vet school in Nairobi might be able to adopt or develop a program similar to what was developed in South Africa
 - Have made contact with Dean of faculty, Prof of Small Animal Surgery and the clinical fellow that teaches all 4 weeks of dermatology.
 - Dr. Patel's class mate is now department head
 - Keen to promote veterinary dermatology
 - Have asked for more details in clinical program, caseload, number of students
 - Potentially may be able to fund instructor to attend a course in veterinary dermatology
4. Discussion about other possible countries in Africa in the future and where GVDEG has considered

b. Unaffiliated Eastern Europe Update – Paterson

- Discussed Minsk meeting on 4/8 during discussion about ESVD report

23. Proposal for an Online Veterinary Dermatopathology Slide Atlas – Kwochka for Derick Whitley

- Ken Kwochka shared proposal from 2 pathologists (Derick Whitley and David Gardner) and a veterinary dermatologist (Joe Bernstein) about an online atlas.
 - Goal would be an educational tool for dermatology and dermatopathology residents
 - Will accept materials from pathologists and dermatologists over the next few years
 - ISVD has no direct involvement
- Request for sponsorship. Sponsorship compensation for the three editors who have developed current site and ongoing development
- Was provided application for sponsorship and this has not been completed
- This is a for profit venture so WAVD cannot contribute to sponsor for the organizers' profit but could consider sponsoring support a subscription for resident access through their MOs.

ACTION ITEM: This will be conveyed to Dr. Whitley -Kwochka

24. New business

- Brett shared that Dave from Workshop Media will be at EVCD in Liverpool to meet with people, could film video content for website.
- Richard was asked to chair the nominations committee for the next meeting
 - David is stepping down as treasurer next year, would leave after review of Sydney congress
 - Ken is stepping down as president next year, remains Member at Large until term expires 2021
 - Will need to come up with nominations from existing members of the AC or consider individuals to reach out to and have them join as Members at Large

25. Dates for the 2020 WAVD AC Meeting

- We will have a one day meeting Sunday or Monday before WCVD9
- With resident review day and member organization meetings best day would be Sunday October 18th
- Required to meet once per calendar year

Motion to Adjourn Ken Kwochka, second David Lloyd.
Adjourned 2:30 pm

Approved