



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

**Zoom Meeting
2 May 2020**

In Attendance:

Dr. Emmanuel Bensignor, Representative European College of Veterinary Dermatology (ECVD)
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, Representative Sociedad Latino Americana de Dermatología Veterinaria (SLVD)
Dr. Rusty Muse, Secretary WCVD9
Dr. Koji Nishifuji, Representative AiSVD, Representative AiCVD
Dr. Catherine Outerbridge, Secretary WAVD, Representative American College of Veterinary Dermatology (ACVD)
Dr. Manon Paradis, President WCVD7
Dr. Wayne Rosenkrantz, Member-at-Large
Dr. Stephen White, Secretary (de facto President) WCVD8
Dr. Brett Wildermuth, Member-at-Large
Dr. Susan Paterson, Representative European Society of Veterinary Dermatology (ESVD)

The meeting was called to order at 10:03 am EST May 2nd, 2020 and chaired by Dr. Kwochka.

1. Urgent matters arising- Dr. Kwochka

- No urgent matters and the following reminders were provided
- The WAVD Administrative Committee (AC) was reminded by the president that this meeting will serve as the 2020 annual general meeting as the minutes from the 2019 AGM will be approved at this meeting
- WAVD AC was informed that there may be other online meetings in the future and that there will be another AC meeting on Zoom in a few months or sooner if spending/financial matters need to be approved
- Dr. Kwochka reminded all present that they have signed a code of conduct and if anyone has a conflict of interest, they should declare it and not vote on that item

2. Approve past minutes 2019 AGM (Previously sent out for comments and edits, final draft for approval is attached as separate document to the 2020 WAVD meeting agenda)

- Secretary asked if there were any questions about this final draft of the 2019 AGM minutes, there were none
- Motion to approve past minutes: Wayne. Second Alberto. All voted in favor to approve, secretary abstained
- The 2019 WAVD AGM minutes were approved and will be posted on the website and sent out by MO representatives to share with their organizations

3. Review of pending action items from 2019

ACTION ITEMS FROM 2019 WAVD AC AGM

- Carry over Action Items from past AGM or arising from discussion of past 2018 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*
 - a. *Convert this to possibly a video about who we are.*
 - Consensus was that it needs additional material added to it to it. Plan is to make it into a video that incorporates other video material

ACTION ITEM: Future update from Brett on how it can be used
 2. *Contact the Kenyan Small and Companion Animal Veterinary Association with Information regarding the scholarship program for the WCVD9 – Dr. Burrows*
 - Completed and there is a Kenyan recipient for the WCVD9 scholarship
 3. *Revisit use of fact sheets on WAVD website, need to be clear what copyright may exist and authorship– Outerbridge and Paterson*
 - Sue shared that she has access to a few very basic fact sheets.
 - Discussion occurred that maybe fact sheets could be translated and that they could be shared on social media.
 - Concern was raised that they need to be kept up to date and they should take into account various specific national regulations and available medications in various geographic regions

ACTION ITEM: Sue and Catherine will look at a few and see if they could be adopted for use by WAVD
 4. *Continue to design area of website to host information about past WCVD scholars –White and Burrows*
 - Completed and ongoing
 - There is information about the past 2 Peter Ihrke scholarship recipients
 - Past WCVD scholarship recipients are listed but no background about those individuals

An ongoing project to keep updated and continue to profile the WCVD scholarship recipients and how their experiences have been utilized to promote dermatology in their respective

geographical regions

5. *Profile scholarship recipients on Facebook- Brett*
 - Completed and **ongoing**
 - Profile of scholarships on Facebook generated traffic as contacts congratulated scholarship recipients
6. *Update AAVD plan to host a North American Practitioners Scholarship is continuing to be discussed- Outerbridge & Budgin*
 - Completed and **ongoing**
 - Hoping to offer scholarships to WCVD9 and then have recipients profile what they learned
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*
 - Needs to be revisited at next meeting discussion was missed during meeting

ACTION ITEM: Pursue for update at next meeting

8. *Gather further information about the concept of cooperation between ECVD, ACVD, WAVD and Wiley to provide financial support to make free access possible for major review papers (ex ICADA cat 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 from Wiley - David Lloyd*
 - Dr. Outerbridge reported that ACVD is interested in supporting a resource that could help fund costs for residents
 - Dr. Lloyd shared that ESVD and ECVD and Wiley were interested but in Europe there is a plan now called “The Deal “ that has been established in Germany and if there is a German author on the paper than it can have open access. “Plan S” (S stands for shock) can involve any country in the world. This plan includes many European countries, South Africa and Zambia but not Asia or in the Americas. It is an initiative to increase open access. It is meant to start next year.
 - So plans to initiate a resource to fund open access publication fees have sort of stalled because these programs may resolve the concern

Plan: Monitor if there is a need for cooperative support in the future

9. *Follow up with ADVT about any needed assistance in submitting paper work for consideration as an affiliate WAVD member – Wildermuth and Outerbridge*
 - Completed
 - ADVT have submitted their application to be an affiliate member and that application was provided to the AC for this meeting
10. *Review sponsorship opportunities for residents, particularly European residents to help them attend WCVD9*
 - This was tabled to be discussed in the WCVD update
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

- Will be pursued if needed in the future

➤ **Action Items From 2019 AGM Agenda Item #5 -Treasurer's Report**

12. *Mandy Burrows proposed that travel costs for Schindelka lecture are shared with WAVD. David Lloyd proposed to increase costs for Schindelka lecture and add a couple of thousand dollars for travel. CHANGE FIGURES IN Treasurers Report to increase Schindelka budget*

- Completed and added to Treasurer's past budget

13. *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?*

- Tabled for future virtual meeting

ACTION ITEM: Place on future Agenda -Outerbridge

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

- Tabled for future virtual meeting

ACTION ITEM: Place on future Agenda -Outerbridge

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

- Completed

16. *WAVD booth and Equipment - Brett and Publicity Committee will determine how to promote WAVD and WCVD10 at WCVD9 booth - Ken can will help with WAVD accomplishments to highlight*

- Completed and ongoing
- WAVD will have a principal sponsor sized booth in the virtual exhibition hall

ACTION ITEM: Revisit prior to WCVD9

➤ **ACTION ITEM from 2019 AGM Agenda Item # 14-Administrative protocol for WCVD9 activity and financial reporting to WAVD**

17. *WCVD 9 directors will review and sign financial report in timely manner to be provided to WAVD accountant*

- Completed

➤ **ACTION ITEM from 2019 AGM Agenda Item #6 - Current Terms**

18. *Sue and Emmanuel need to let WAVD know if they are being re-elected as WAVD representatives*

- Completed
- Sue is re-appointed, Emmanuel is completing his term and Susanne Ahman will be the new representative for ECVD
- As we get further into the year we will start to include Susanne in WAVD emails

- Both the Secretary and President thanked Emmanuel for representing ECVD and balancing the interests of ECVD and WAVD and all of his efforts. His term will conclude at the end of the year

➤ **ACTION items from 2019 AGM agenda Item #7 - Education Report**

19. *Richard needs access to review webinars – Sue and Richard*

- Completed

20. *Need bios for each speaker - Sue, Richard Jeanne Budgin*

a. *Propose committee writes them and send for approval to webinar speakers*

- Completed

21. *Determine schedule and process for reviewing and updating webinars –AC*

- Tabled to the Education Committee report

22. *Ask Malik to do webinar on atypical mycobacteria- Mandy Burrows*

- Tabled to the Education Committee report

23. *Ralf needs to complete diagnostic technique webinar- Education committee*

- Tabled to the Education Committee report

24. *Promotion of Webinars: website & promotional committees will get information about webinars on our Website & Facebook*

- Tabled to the Education Committee report

25. *Provide access to Erik as webmaster to get them on line –Stephen*

- Tabled to the Education Committee report

➤ **ACTION Item from 2019 AGM Agenda Item #8 -Website Committee Report**

26. *Find out if there is a way to track how many people are viewing which webinars from the website- Stephen*

- Brett shared he can generate a report of various statistics about the webinars. Which countries are looking, how many webinars are completed, which ones are viewed most often. Brett will provide a summary to the AC via email
- Will provide an overview in his publicity report

ACTION ITEM: Provide summary of statistics about the webinars views: Wildermuth

➤ **ACTION Item from 2019 AGM Agenda Item #9 -Publicity and Promotional Subcommittee Report**

27. *Promote webinars*

- Completed
- Update in Publicity and Promotional Subcommittee report

28. *Develop hot topics for social media*

- Completed
- Update in Publicity and Promotional Subcommittee report

29. *Bordeaux testimonials to complete*

- Completed
- Update in Publicity and Promotional Subcommittee report

➤ **ACTION Item from Agenda 2019 AGM Item # 11- Proposed WAVD CE Conference to be held between congress years**

30. *Reach out to WSAVA to see if there is any interest in the idea of joining forces to have a WAVD dermatology stream-Kwochka*

- WSAVA has a link to the WAVD webinars although it was hard to find. They are updating their website so Ken will check later to see if it is easier to find
- Ken has spoken with the CEO on 3 separate occasions and he was told meeting coordinator would be in touch with him
- They expressed interest but have not been back in touch but perhaps because Ken had told them the proposal for a WAVD dermatology track was for 2022 to be in the mid-year between two World Congresses

ACTION ITEM: Ken will check in with them early next year

➤ **ACTION Item from 2019 AGM Agenda Item # 12- Proposal for an Annual World Veterinary Dermatology Day**

31. *Vincent will work out possible ideas for what might be doable during first year and how this can be used for promotion*

- Vincent shared concerns about how to keep it going after the first year of announcing it and launching whatever was planned for the first year.
- Sue shared that Webinar Vet has an annual virtual conference same time every year. Discussion about considering planning a virtual free dermatology CE event that happened on the World Veterinary Dermatology Day. Could do webinars and updates on what is new in Veterinary Dermatology, provide historical background about Veterinary Dermatology and the WAVD, and used to promote WAVD.
- Stephen shared that WAVD is approved and recognized by RACE as a CE provider through Aug 2021
- Discussion included that Information could be recorded during the year and collected, it was proposed that it is streamed for 24 hours
- David commented they should be translated if a worldwide audience is the target. WAVD has Associations around the world and we should focus on translating content into major languages, could release a couple of new webinars that day that then go to the library of webinars.
- Hans proposed that you could have people share why they are proud to be in veterinary dermatology on some platform
- Vincent proposed that a subcommittee is needed Sue and Catherine volunteered to work with Vincent
- When have clear plans will share with MOs and get input

ACTION ITEM. Subcommittee will give report of possible ideas as agenda item at the next meeting- Vincent, Sue and Catherine

➤ **ACTION Items from Agenda Item #14a - WAVD Scholarship Programs**

32. *Will remove the button on the application form that says submit letter of recommendation-*

White

- Completed

33. *Write a press release about the scholarship application process being open- Burrows*

- Completed

34. *Develop some more criteria for the letter of recommendation form- Burrows*

- See Discussion for #39

35. *Need budget for Scholarship recipient lunch*

- Not needed

➤ **ACTION Items from 2019 AGM Agenda Item #14b-Peter Ihrke Scholarship:**

36. *Get information about Sabrina Costa on to the website- Burrows & White*

- Completed

37. *Fix that clicking on pictures of recipients on website take you to Schindelka award*

- Completed

38. *Drs. Outerbridge & White can work with next recipient to determine dates*

- Dr. Vacheva arrived at UC Davis in early March but only was able to stay one week before the University shut down and she returned home

39. *Need Criteria to have addressed in letter of recommendation*

- Dr. Burrows shared that it was not the criteria but the issue brought up at the last meeting was that any requested reference letter should be confidential
- Mandy shared that she and Stephen discussed how to do this with Eric the webmaster; was there was a mechanism to have these letters submitted confidentially; it transpires that this would be difficult with our current website
- Consequently for this year this has not happened for scholarship applications
- Mandy shared as the individual who reviews all applicants that she does not perceive an issue with the fact that the letter is not confidential.
- The letter of reference has to be provided to the applicant by the person writing the letter so that the applicant can upload it. Therefore, the author of the letter of reference knows that the applicant will have the opportunity to read it.
- Letter of reference is not a big discriminator so Dr. Burrows felt it was not a big problem that these letters are not confidentially submitted.

40. *Write news release about scholarships and WAVD and WCVD website : Dr. Burrows*

- Completed.

➤ **ACTION Item from 2019 AGM Agenda Item #20 a- Report from ESVD**

41. *Dr. Kwochka will speak to Sue and draft letter to inform ESVD of decision*

- Completed. Sent two letters

➤ **ACTION Items from Agenda Item #15- Selection of Host City for WCVD10 in 2024**

42. *Dr. Outerbridge will draft Announcement of Venue for WCVD10 to be in Boston*
- Completed and was distributed to all MOs
43. *Future EOC members will be voted on electronically by the AC over the next year*
- Current EOC members approved by WAVD AC are Catherine Outerbridge (president), Emily Rothstein(secretary), Rosario Cerundulo (treasurer) Vincent Defalque (publicity chair)

➤ **ACTION Items for Agenda Item #16: Application from the Latin American College of Veterinary Dermatology for WAVD Provisional Organization Status**

44. *Provide WAVD document about Provisional membership, and list of things needed to be addressed*
45. *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*
46. *This information could be obtained before the next meeting and an electronic vote held*
- Dr. Martin provided an update that the Latin American College was working on a number of things before they would submit a revised application likely for the next WAVD AC meeting.
 - The education committee is working on documentation for the residency training programs. Residency training programs will officially start end of 2020 or early 2021
 - Dr. Martin has asked college members to submit to him their contributions to veterinary dermatology and he will put that together to accompany the revised application
 - The Exam committee is comprised of ACVD or ECVD members there will not be members of LACVD for the first few years as there are only currently 17 college members
 - LACVD plans to have award another “defacto” diplomate status to another group of individuals who have met the criteria next year at NAVDF.

ACTION ITEM: Alberto will let the WAVD secretary know when LACVD plans to resubmit the application addressing previously stated concerns or requested clarifications so it can be placed on the agenda

➤ **ACTION Items from 2019 AGM for Agenda Item #17: Application from the Latin American Society of Veterinary Dermatology for Full Membership**

47. *Advise the Latin American Society they will need to elect a representative for 4 years and send name to Dr. Kwochka*
- Completed. Dr. Alberto Martin is the official WAVD representative

➤ **ACTION Item from 2019 AGM for Agenda Item #23- Proposal for an Online Veterinary**

Dermatopathology Slide Atlas – Kwochka for Derick Whitley

48. Convey to Dr. Whitley WAVD response regarding sponsorship of the on line Atlas –Kwochka

- Completed. This is a commercial venture. They have received some corporate sponsorship to provide access to residents

4. Treasurer's report (pages 7- 10 of agenda)- David Lloyd

A. WAVD Treasurer's Report for June 1, 2019 to April 12th, 2019

- All financial activities listed are in Euros. The report is from June 1 2019 to April 12, 2020.
- Complete financial accounts for this year have not been submitted, as the year will end June 30. Financial year-end was changed to June 30th to synchronize the financial years of WAVD and WCVD9 Ltd. This was needed to facilitate auditing of consolidated accounts, which is required when the combined income of WAVD and WCVD9 exceeds £500,000.
 - WAVD has little income this past year. If WCVD9 does not have income that exceeds £500,000 by the end of June then an audit will not be needed
 - If they do it will require an audit and there will be increased accounting costs
- WCVD9 moving to being a virtual congress means that the WCVD9 has not been able to pay the first installment of the license fee due on April 30. Payment by WCVD9 Pty of the license fee of US \$385,000 for use of intellectual property in organizing the World Congress was to occur in two equal instalments. The second installment was set for Sept 20th, 2020 and the Management fee totaling US\$210,000 was set for no later than 24th April 2021.
- Whether these fees can be paid will depend on the success of the virtual congress.
- Budget for operating expenses, financial support of affiliate member organizations, Peter Ihrke scholarship, webinars and website was €36,050 and actual expense as of April 12, 2020 was €25,464.33
- All expenditures in the past year had been previously budgeted for except some additional expenses from the Austin meeting, an advance flight purchase for WCVD9, and some WCVD10 payments and legal fees

B. Provisional Budget: July 1 2020 – June 30, 2021:

- The total projected expenditure is € 315,550 and this includes
 - €7,250 allocated for the Peter Ihrke Scholarship
 - €5,000 for the Guidelines and Publication Committee for CCGs
 - €6,000 for support of Affiliate and Provisional Organizations
 - €5,000 for WAVD Education Committee
 - €5,000 for WAVD Website including Education section
 - €5,000 WAVD Extension and Expansion Committee
 - €6,000 Schindelka award
 - €3,800 Accounting and legal fees
 - €10,000 loans to WCVD10 for startup expenses
 - €17,000 WCVD9 Scholarships
 - Assume there will be a review meeting after WCVD9, likely in Boston, €45,000 is budgeted for this
 - Big change in the budget is a €200,000 contingency funds to allow

WCVD9 to set up the virtual congress in advance of having any registration fees as income

C. Four Year Budget 2020-2021 to 2023-2024

- The total projected expenditure for 2020 to 2024 is €601,700
 - €200,000 of this is the proposed contingency fund to provide WCVD with funds for costs associated with the virtual congress
 - It includes €70,000 for principal sponsorship and loans for WCVD10
 - This is the mechanism to provide financial support of a World Congress during first few years when it receives no other income
 - In 2024 €58,500 for Schindelka award, WAVD booth and scholarships and ceremony for WCVD10
 - Includes the costs for the WAVD AC to attend WCVD10 in Boston for 2024 AGM and to attend the congress
 - WAVD AGM in 2022 and 2023 will be virtual meetings
 - Depending on success of WCVD9 as a virtual congress will influence its ability to pay management and licensing fees to WAVD and this will affect WAVD financial reserves
 - Current balance of WAVD funds is €938,779.
 - If no funds were to be transferred from WCVD9 and the contingency loan were not repaid, the balance in 4 years' time would be €337,079, which is about a third of what we would like reserves to operate and plan a world congress.

Motion to approve Treasurer's Report: Dr. Halliwell, second by Dr. Paterson. All voted in favor, Treasurer Dr. Lloyd abstained. Motion to accept Treasurer's report passed.

5. WCVD9 progress report (see pages 11-14 of long agenda for report)- **Dr. Burrows & Dr. Muse**

- Due to the uncertainty of the status of COVID-19 and the regulations regarding travel restrictions to and from Australia as well as the anxiety and economic uncertainty surrounding the pandemic, the decision was made by the officers of WAVD and WCVD9 to modify the in-person meeting of WCVD9 in Sydney to a virtual congress
- This message was communicated to all stakeholders in a coordinated fashion by e-mail on April 16th, 2020. All stakeholders were advised of the intent to offer an on-line version of WCVD9.
- Financial loss associated with cancellation of in-person WCVD9 are uncertain as finances are still being calculated but there are some anticipated losses.
 - **Luna Park** - A deposit of **73,257 AUD** will be forfeited based on contractual obligations. Luna Park management was asked to consider some refund of the deposit but that was rejected by Luna Park. A legal opinion was sought and WCVD9 has little likelihood of recovering any of the deposit.
 - Deposit on the convention center is about **50,000 AUD** that is not going to be refunded. There is a possibility that these funds could be put toward the option of using the ICC in some capacity to support the on-line delivery of WCVD9. This is under discussion at the moment
 - One consideration in the timing of the decision to convert WCVD9 to a virtual

Congress was that a second deposit of 100,240 AUD was due to ICC on April 17th and WCVD9 was able to cancel this.

- **Delegate registrations** - A total of **193,640 AUD** received to date and fully refundable. The PCO (ICMSA) are managing the delegate refunds (all registration fees, accompanying persons and hotel bookings on the congress portal). PCO has also been helpful assisting delegates to obtain hotel refunds for reservation made outside of the portal
- **Sponsor payments** are considerable and a total of **\$1,220,986.80 AUD** (amount outstanding: \$415,634.20) received to date. They are fully refundable but Sponsorship and Exhibition Chairs (David Lloyd, Craig Harrison) have written individually to all sponsors/exhibitors to encourage each company to maintain their sponsorship funding for the on-line version of WCVD9. Most principal and major sponsors remain positive.
- **Communications with all sponsors and MOs was organized and coordinated and responses have been very supportive**
- Relationship with PCO (ICMSA) remains positive. There is a contractual obligation with them but in addition, their assistance with the transition from an in-person WCVD9 meeting to a virtual meeting is important so that all existing data the PCO has is still available and information going forward is accurate. Dr. Burrows and Dr. Muse continue to discuss what the future relationship with the PCO as the virtual congress is being planned.
- The officers of WAVD AC, the WCVD9 President and Secretary as well as the Program Chair, Treasurer, and Sponsorship and Exhibition Chairs have had several teleconference meetings to discuss the options for an on-line delivery of WCVD9.
 - A video chat conference was initiated with Anthony Chadwick of The Webinar Vet in the UK regarding their ability and expertise to support the online Congress. Waiting for a formal contract so that details can be reviewed by the WCVD9 EOC and lawyers
 - Majority of the speakers of the State of OA, SR, Supporting Original Studies, Advanced and General CE and Species streams have been contacted by the Program Chair, Peter Hill, and the majority have agreed to participate in the virtual congress
 - 90% of the original program remains intact
 - Free Communications and Posters will only be supplied as texts and published
 - Workshops will be cancelled and CCGs will take place at future meetings
 - Company Symposia and Schindelka lecture will both occur
 - ISVD and the Australian Society (ASVP) are still under negotiations regarding details for dermatopathology content that would have been lectures and wet labs
 - Resident's Day Lectures will be part of the online congress
 - Cytology wet lab will be part of the program and dermatopathology wet labs may occur
 - On line translation of the basic CE stream will occur in Japanese and possibly Chinese translation may occur
 - Approximately 115 hours of lectures will be pre recorded
 - Discussion Points
 - All recordings will be archived and available for WAVD for dissemination in the future. (DL edited comment: May not be true for all Company Symposia)
 - Company Symposia will be free to all registrants. All companies are offered the opportunity to have a symposia
 - Registration fees have not yet been determined but there will be discounted rates for residents, students and technicians. Also fees for registering for different components of the program.
 - Dr. Martin offered to help with arranging Spanish translation

- Webinar Vet has data bases for marketing would be predominantly GPs in UK and Europe but also need to use WCVD9 data bases to be sure to reach out specializations
- Dr. Nishifuji shared that translated version needs to be on the same platform to protect copyright. He shared that he hoped a 1 to 2 month lead time would likely be needed
- Plan is to open Congress on the same time as WCVD9 would have occurred and then content will be available for several months
- Concerns were raised about if having the lectures available for months will compete against annual meetings of MOs
- Is it possible to get CE credit in various different countries

ACTION ITEMS: Contract with Webinar Vet, navigating ongoing relationship with the PCO

6. WCVD10 status report (supporting documents were provided in original agenda (p 14-28))

- Dr. Outerbridge presented the report prepared by herself and Dr. Rothstein
- EOC consists thus far of Catherine Outerbridge (president), Emily Rothstein(secretary), Rosario Cerundulo (treasurer) Vincent Defalque (publicity chair)
- Since May 2019 a number of things have been accomplished in the planning of WCVD10
 - The web domain vetdermboston.com was purchased with GoDaddy.com
 - In order to hold our July 2024 dates the Signature Boston group required that both and Event Licensing Agreement for the Hynes and hotel contracts be finalized by June 1, 2019
 - These were negotiated, reviewed by a lawyer, approved by WAVD AC and signed in May and June 2019
 - Bids were solicited from several potential PCOs, bids that were received were summarized and presented to WAVD AGM for vote via email and the recommendation for Venue West was accepted. This occurred during July and August 2019 Contract with Venue west was negotiated and signed September 2019
- In the middle of establishing non-profit organization and 501C3 status
- In October 2019 we received news that City of Boston and State of Massachusetts propose to sell the Hynes -advised to wait and see until state legislature met on the topic in January 2020
 - Two different July 2024 dates at the Boston Exhibition and Convention Center as possible back up if Hynes is sold
 - Second site visit to look at the Boston Convention and Exhibition Center (BCEC) took place Mar 2020.
- WCVD9 EOC have met with graphic designer regarding logo for WCVD 10 April 2020. Will share logo once completed
- Working on identifying remaining chairs of committees for the EOC

7. Education committee update – Dr. Paterson

- Dr. Paterson thanked Dr. Halliwell and Dr. Budgin for all of their efforts and “a sterling job” the past year

- Twenty-five webinars are uplifted and have been edited and checked for quality by BSAVA. This has been done by Jane Greenwood and Sue provided her with a small gift of appreciation on behalf of WAVD
- Richard has watched every one over all of the webinars
- All of the action items for the Education committee have been accomplished, Ralf Mueller and Richard Malik have completed their webinar topics, ESVD videos are included
- COVID 19 has prevented Tony Yu from recording his
- BSAVA is now using something called Panopta which is not dependent on internet quality and allows incorporation of video
- Still have a few gaps: do not have reptiles or birds yet. Avian lecture has identified speaker but not recorded. Looking for reptile speaker
- Dr. Budgin shared that there has been lots of positive feedback. Dr. Lloyd shared that many universities are using webinars
- Dr. Budgin commented reach out to the ADVT to let them know about webinars.
- Dr. Wildermuth shared that there is list of contacts that have been put together
 - Vimeo lets you see total views (how many times pushes play), impressions (how many have a chance to see it), how many times video is finished or how long they watch it for.
 - 8 months now
 - Most people are watching in order so the first few have high views and also otitis externa, autoimmune skin diseases, demodex and fleas are moving up in views. Exotics and food animal less views
 - 800,000 impressions. 18,000 views and people watch 48% of the video and, that has increased to 61%
 - Can track per day per month per year. USA, UK, Brazil, Canada, India, Russia, Germany, France Thailand, Finland.
 - You can look by state or city and what device they are using
 - Brett will make a report
- Discussion
 - Dr. Paterson said that the sort of information in a report could in the future be used to appeal for corporate sponsorship
 - Brett shared that a plan is to use a couple of videos and make commercials for them
 - Need contacts in some countries to promote the webinars
 - Dr. Budgin commented contact list needs updating
 - Dr. Bensignor suggested that translation would increase the value and audience of the webinars and volunteered to translate into French
 - Dr. Nishifuji said that Japanese would need professional translator
 - Dr. Kwochka thanked both Education and Publicity company for a very successful venture

ACTION ITEMS

Update contact lists Jeanne and Brett

Investigate costs and what is needed for translation of webinars

8. CCG committee update (page 29 in meeting agenda) Dr. Rosenkrantz

- Recent CCGs on *Malassezia* and Demodicosis were published but appearance of print copies were not up to standards so Vet Derm is republishing them. The online versions looked fine. The reprinting is delayed due to the pandemic
- Current CCGs being planned, instead of WCVD9 will be presented at NAVDF in April 2021 and ESVD in Sept 2021 in Portugal
- Tentative date for having drafts submitted is Jan 2021
- Equine hypersensitivities is chaired by Rosanna Marsella and Otolaryngology Best Clinical Practices is chaired by Jimmy Noxon
- Organizing committees for both 2021 meetings need to be contacted to obtain time slots in their programs.
- Proposed topics from past meeting for future CCGs Leishmaniosis - Chiara Noli to be chairperson Feather picking no chair decided on at this point
- Discussion
 - Diane Preziosi and Claudia Nett were suggested for Feather picking
 - Topic of feline dermatology was proposed but it was shared that ICADA has 4 papers being submitted for publication
 - Dr. Bensignor shared concerns that to get a worldwide consensus on otology will be difficult as there are regulations that vary between countries,
 - Dr. Halliwell proposed equine sarcoids as a topic
 - Everyone was asked to consider a second CCG topic and send suggestions to Catherine and Wayne

ACTION ITEM; Send proposed CCG topic ideas: entire AC

9. Publicity committee update; Dr Wildermuth

- See notes under The Education report for some of the stats available from VIMEO regarding the webinars
- Facebook growth rate is 8%, Increases seen in a number of countries
- Have purchased a few paid ads on Facebook
- Working on other promotional videos

10. Website committee update Dr. White

- Dr. White said he no updates and that the website seems to be functioning well
- Eric responds quickly to any needed changes

11. American Dermatology Veterinary Technician ADVT application discussion (time permitting) (document found on pages 30 -33 in the agenda)

- Dr. Kwochka asked everyone to read the application and to forward comments

ACTION ITEM Review application and send comments to Dr Kwochka and Dr Outerbridge

Closing comments

- Dr. Kwochka asked if there was any new business, there was none

- Next virtual meeting will likely be in 3 months or so. We may have quick meeting sooner if there is any WCVD9 business that needs to be addressed
- For the purposes of the constitutional requirements this serves as our annual meeting

Meeting was adjourned by Dr. Kwochka

Action Items

1. Determine if there is a way to utilize PowerPoint promotional material from WCVD8 in some way Brett and Promotion Committee
2. Catherine and Sue will look at a couple of the fact sheets to see if they can be used as fact sheets on WAVD website, need to be clear what copyright may exist and authorship
3. Continue to add content to website with information about past WCVD scholars –White and Burrows
4. Continue to profile scholarship recipients on Facebook Brett and Promotion committee
5. AAVD scholarships for WCVD9
6. 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
7. Monitor and revisit if needed the idea of cooperative support to generate a fund to support the costs associated with online publications
8. Discuss at future WAVD meeting: Do we need to continue to do this combined meetings and debriefing? Is there a way to stream line this? -AC
9. Consider if we need to revisit having a permanent PCO for future world congresses – AC
10. WAVD virtual booth content: Promotion and publicity committee responsible for setting this up – Brett asked to spearhead how to promote WAVD and WCVD10 at the WCVD9 booth - -Ken will help select what to display & highlight for WAVD accomplishments Get material/links from MOs
11. Determine schedule and process for reviewing and updating webinars AC / Education committee
12. Brett will send out report about Vimeo statistics regarding webinar viewing
13. Reach out again to WASAVA in the New Year to see if there is any interest in the idea of joining forces for a WAVD dermatology stream-Kwochka
14. Subcommittee will give report of possible ideas as agenda item at the next meeting in regards to WAVD having a virtual CE meeting on World Veterinary Dermatology Day-Vincent, Sue and Catherine
15. WCVD10 will select remaining EOC members and propose to WAVD for a vote
16. More complete Latin American College will supply 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. Alberto

17. Alberto will let the WAVD secretary know when LACVD plans to resubmit the application addressing previously stated concerns or requested clarifications so it can be placed on the agenda
18. Update contact list used for promotion and publicity , used for sharing information about webinars: Brett and Jeanne
19. Investigate costs and what is needed for translation of webinars
20. Entire AC was asked to send proposed CCG topic ideas to Catherine and Wayne
21. Review ADVT application and send comments to Dr. Kwochka and Dr. Outerbridge

