



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

**Zoom Meeting**

**Meeting Minutes**

**December 04, 2021**

**In Attendance:**

**Dr. Suzanne Ahman**, 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. Peter Forsythe**, Member-at-Large  
**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 (SLDV)  
**Dr. Rusty Muse**, Secretary WCVD9  
**Dr. Koji Nishifuji**, Representative, Asian Society of Veterinary Dermatology (AiSVD)  
**Dr. Catherine Outerbridge**, Secretary WAVD, Representative American College of Veterinary Dermatology (ACVD), President WCVD10  
**Dr. Manon Paradis**, President WCVD7  
**Dr. Susan Paterson**, Representative European Society of Veterinary Dermatology (ESVD)  
**Dr. Wayne Rosenkrantz**, Member-at-Large  
**Dr. Emily Rothstein**, Secretary WCVD10  
**Dr. Stephen White**, Secretary (de facto President) WCVD8  
**Dr. Brett Wildermuth**, Member-at-Large  
**Stefan Hobi**, Representative, Asian College of Veterinary Dermatology (AiCVD)

**Monica Sayers**, Executive Secretary, Venue West

**Guests** - Representatives from Indian Association for Veterinary Dermatology (IAVD)

**Balasubramanian Nagarajan**

**Jairam Ramani**

**Venkateswara Subramanian**

**Regrets sent** - None

- **Preliminary Agenda sent to all WAVD AC members in advance of the meeting, along with the draft of the minutes from the last WAVD AC meeting via Zoom for December 2021.**

The meeting was called to order at 10:02 am EST, December 04, 2021, and was chaired by WAVD President, Ken

1) **Association for Veterinary Dermatology, India (IAVD), Application for Provisional Membership: Balasubramanian Nagarajan - President, Jairam Ramani, Venkateshwara Subramanian – scheduled for 10:30 EST (New York)**

As the guests were all present at the start of the meeting Ken started the meeting with their presentation, Balasubramanian Nagarajan presented a ppt overview of IAVD activities – past, current, future - attached. After the presentation an opportunity for questions from the AC. Ken thanked the guests. Two to three weeks for the decision from WAVD. AC to consider the application for further discussion.

2) **Meeting Urgent Matters: Kwochka**

- There were no urgent matters
- President reminded everyone that they are following the code of conduct regarding confidentiality. All deliberations within the meeting are considered confidential and will be shared by MO representatives with their organizations via the approved minutes. Should there be the need to share information before the approved minutes please consult with President or Secretary?
- Introduced Dr. Stefan Hobi and reminded him that he cannot vote until the next meeting. Stefan responded in the affirmative
- Rusty will be leaving the AC after this meeting, and Ken thanked him for all his contributions to WAVD. Rusty responded.
- Wayne will also be leaving after this meeting, Ken thanked him for his contributions to WAVD, Wayne responded.

**Continuation of 1)** Discussion regarding the presentation and application. Everyone was impressed with their presentation. Provide IAVD with step-by-step instructions for the path from provisional to full membership

Stephen proposed the motion to accept IAVD as a provisional member of WAVD

- Manon seconded the motion
  - All voted in favour to accept IAVD as a provisional member
  - None were opposed
  - Motion passed

**ACTION ITEM 1: President to contact IAVD and advise them that their application has been accepted**

**ACTION ITEM 2: AC discussion re IAVD joining as a Corresponding Member**

3) **Secretary Report & Past Action Items: Outerbridge, Sayers**

Past minutes were sent out after the last AC Zoom meeting in September and all edits that were forwarded to the WAVD Executive Secretary were made

**(Past minutes for approval separate attachment (Attachment #1) action items listed below)**

- There were no questions or discussion
- Secretary asked for a motion to approve the minutes.
  - Ken proposed the motion to accept the minutes
  - Richard seconded the motion
    - All voted in favour to accept the minutes as presented
    - None were opposed, the Secretary abstained

- Minutes were approved and will be distributed to MOs and posted on the website

### **ACTION ITEMS from September 11, 2021 WAVD AC Meeting**

- ACTION ITEM 1: President to contact Mandy Burrows directly regarding the new representative's name. **COMPLETED**
- ACTION ITEM 2: Executive Secretary to send Stefan Hobi the meeting minutes from September 11, 2021, and December 04, 2021. **COMPLETED**
- ACTION ITEM 3: Secretary to send electronic greetings, which allows AC members to add their own comments. **COMPLETED**
- ACTION ITEM 4: Touch base with future CCG chairs - **COMPLETED**
- ACTION ITEM 5: David will review with Wiley if the policy has changed and get a list of institutions that Wiley grants free access to - **COMPLETED**
- ACTION ITEM 6: Need additional members on the education committee – **In Progress**
- ACTION ITEM 7: Photo of Sydney to update WCVD9 - **COMPLETED**
- ACTION ITEM 8: Ask Monica to review website on an ongoing basis – **COMPLETED & NOTED**
- ACTION ITEM 9: Stephen will ask Eric about a search function being more prominent and works. Have a direct link to the foundation educational webinars on the home page- **COMPLETED**
- ACTION ITEM 10: Please submit the remaining reports by November 30<sup>th</sup> to be distributed for the next AC meeting - **COMPLETED**
- ACTION ITEM 11: Secretary will seek an updated report from ICADA what was sent was for the 2019 Activities - **COMPLETED**
- ACTION ITEM 12: Follow up with the above stated MO's to ensure WAVD is acknowledged on their website – **COMPLETED** - **ECVD & ACVD links are broken, ACVD now works but cannot find the link of the ECVD website**
- ACTION ITEM 13: President suggests that at the December meeting representatives are asked to attend to present for 15 to 20 minutes, after which the AC will have an opportunity to ask questions - **COMPLETED**
- ACTION ITEM 14: Need to be sure that on the webpage it states scholarships will not be awarded until 2023 - **COMPLETED**

#### **4) Treasurer's Update: Lloyd**

Annual reports submitted to accountants for preparation of tax return; introduction paragraph needed from Richard

WCVD 9 transfer of funds, have all been transferred except SLVD - Alberto needs to confirm the account information, banking records need to be updated which has now been done, Alberto will provide David with the updated account number

Extra page costs for the journal – Wiley to provide an invoice

Need to update banking signing authorizations – Peter and Sue to be assigned. Mastercard to be transferred to Peter. Bank of England now requires documentation re tax residency status.

- Catherine proposed the motion to accept the Treasurers Report
- Stephen seconded the motion
  - All voted in favour to accept the report as presented
  - None were opposed, the Treasurer abstained
  - Motion passed

#### **5) WCVD9 Update: Burrows, Muse**

2022 tax return as the year ends are June to June needs to be finalized to dissolve WCVD 09

No insurance funds to be refunded

6) **WCVD10 Update: Outerbridge, Rothstein**

See attached report

Depending on the outcome of legislation – AC may have to vote on a new venue electronically

**Break at 8:32 am PT – return to meeting 8:39 am PT**

7) **Member-at-Large Discussion and Nomination: Halliwell, Kwochka**

Increase Member-at-Large, for a 4-year term for the AC

Peter Hill, Member-at-Large – to chair the Education Committee

- Emily proposed the motion to accept the Peter Hill as Member-at-Large
- Stephen seconded the motion
  - All voted in favour to accept the report as presented
  - None were opposed
  - Motion passed

**ACTION ITEM 3: Richard to congratulate Peter on behalf of the WAVD AC**

Katarina Varjonen was the first choice for Publications Committee Chair, but she is on the ESVD BOD, due to WAVD bylaws she is not eligible.

Other candidates suggested - Doug Deboer, Ian Mason, Anita Patel

**ACTION ITEM 4: Sue suggested she become a member at large rather than the ESVD representative so she could become the publication chair. Sue to have an informal conversation regarding the possibility – to report back to AC.**

8) **Committee Reports**

a. **World Veterinary Dermatology Day: Defalque** – reconnect with David, due to date change - February, Friday, 3, 2023 – he will connect with the speakers to see if they are available for the new dates

b. **CCG Publication report: Rosenkrantz, Outerbridge**

- The two current CCGs - Otology Best Clinical Practices - Jimmy Noxon chairperson is going to need more nurturing, Jim ensures that final draft will be completed in the next couple of months. Despite Wayne leaving the AC he will continue to support Catherine especially with tougher committees. Equine hypersensitivities is on track and Rosana Marsella chairperson is expecting to finalize the draft in January 2022. Scheduled for presentation at ESVD and ECVD Meeting Porto, Portugal in September 2022.

- Topics for Future Set of CCGs: Leishmaniosis - Chiara Noli to be chairperson – confirmed.

Equine Sarcoid – Co-chairs- Annette Peterson, Ann Rashmir and Sandra Koch- confirmed – Sandra Koch has resigned due to personal reasons

c. **Publicity/ Outreach: Wildermuth** - report attached

d. **Education: Paterson, Halliwell** – webinar list attached

e. **Website update: White** – direct link to the webinars, search engine for the website. Eric continues to be reliable.

9) **Requests from SLDV and LACVD: Cordero**

Society asking for funds, requesting USD 5000 for the college for exam software – could the surplus funds from WAVD 9 not be used? BOD currently sees the college as a separate entity and is not interested in sharing its funds with the college. Additional funds to come from WAVD. SLDV needs to assist LAVDC to get off the ground, as has been the case for other colleges. Educational purposes

earmarked per the report for the WAVD 9 surplus. Should the SLDV/LACVD be asking for assistance from the Europeans to establish a better working relationship? Sue to work with Alberto to move this forward. Emily suggested working with another organization, universities that the college could piggyback with - \$250/\$500 to take the exam. Conflict of interest to be monitored if support is requested from pharma. No formal vote currently for the funding request. No budget funds are available by the WAVD for this request. College should apply to be a provisional member. Alberto requested a written report from WAVD regarding the use of surplus funds, over criteria.

**10) AO and MO Reports: Kwochka, Outerbridge**

Motion to accept AO & MO reports as presented

- Stephen proposed the motion to accept
- Catherine seconded the motion
  - All voted in favour to accept the reports as presented, except for IACDA
  - None were opposed
  - Motion passed

Update from Mandy re ANZCVS – It appears the organization is currently suspended. AGM was disbanded. Current BOD does not want to continue. Peter Hill was selected as President.

**11) New Business – table to next meeting**

- a. **Review of Current Publication Endorsement Policy: Kwochka**
- b. **Not-for-Profit Status of Member Organizations: Kwochka**

**12) Parting Thoughts**

- a. Koch
- b. Lloyd
- c. Halliwell
- d. Kwochka

Response from Sue, who thanked those leaving the AC for their long-time service, highlighting their achievements.

**Meeting was adjourned at 10:14 am PST**

**Next meeting will be first Saturday in March 2022**