



## EXECUTIVE BOARD OF DIRECTORS – RECORD OF DECISIONS

*Meeting of 26 January 2021*

6:00 – 7:30 Quebec City | 11:00 - 12:30 Dublin | 12:00 – 13:30 Paris | 13:30 - 15:00 Cairo / Beirut

### PARTICIPANTS

Name	Officer / Function	Present	Regrets
Dr. Rashed Al Arfaj	Executive Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Pamela Byrne	Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr./Prof. Hussein Mansour	Vice-President	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Yongxiang Fan	Executive Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Junshi Chen	Honorary President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Samuel Godefroy	President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Greg Paoli	Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Joyce Haddad	Executive Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## AGENDA

Item	<i>Participants</i>
A. Review of the Agenda	<i>All</i>
B. Review of income sources for GForSS	<i>All</i>
C. Budget discussion	<i>All</i>
D. Discussion of possible early deliverables	<i>All</i>
E. Discussion of possible events 2021 (virtual)	<i>All</i>
F. Recruitment of affiliated members	<i>All</i>
G. Support to website development	<i>All</i>
H. Other business; future meeting	<i>All</i>
I. Adjournment	<i>All</i>

## MEETING DISCUSSION HIGHLIGHTS

### A. Review of the Agenda

The meeting started at 6:00 Quebec time.

The agenda was reviewed. A proposal to adopt the agenda was made by Dr. Pamela Byrne and seconded by Mr. Greg Paoli.

The agenda was approved unanimously by all participants.

### B. Review of income sources for GForSS

(1) Prof. Godefroy presented an overview of a funding opportunity secured by GForSS for 2021. This is part of a collaborative activity between the Food Risk Analysis and Regulatory Excellence Platform (PARERA) of Université Laval / INAF, and the US Department of Agriculture / Codex Office – dedicated to enhancing Codex activities in the Arab region, referred to onward as the “Arab Codex Initiative”.

GForSS’s interventions under the Arab Codex Initiative are expected to generate an income of US\$129,395 to be divided under 2 key areas:

- Development of coordination tools, IT enablers, resource website to the Arab Codex Community: **US\$91,347.00**

- Development of Content addressing the needs of the Arab region in areas related to contribution to the international standard setting process (Codex), including the ability to contribute with national/ regional data useful in risk analysis: **US\$38,048.00**

Specifically, GForSS is expected to contribute to 3 key initiatives: (i) support to coordination of Arab Codex structures and positions, (ii) support to sub-regional initiatives, and (iii) country interventions and associated competency development.

(2) BoD members discussed the Arab Codex Initiative and highlighted that:

- Capacity building aiming at active participation in Codex meetings and other Codex processes is essential, not only for the Arab region
- Effective participation requires an understanding of the risk analysis framework and needs to be backed up by scientific evidence. Therefore, although this is not explicitly outlined in the Arab Codex Initiative deliverables, data generation (e.g. exposure assessment aspects) is embedded in this initiative
- This type of activity could be adapted to other regions (e.g. Asia) in the future
- Deliverables have been framed such that they do not entail completion of each item, but rather initiation of certain activities

(3) Prof. Godefroy introduced the synergies expected to be achieved through leveraging the resources of three main initiatives promoting Food Regulatory Science, therefore supportive of GForSS's mandate (i) GForSS itself and its planned activities, (ii) Laval University's Food Risk Analysis and Regulatory Excellence Platform (PARERA), and (iii) PARERA's trust fund devoted to promoting food regulatory science hosted by the foundation (philanthropic arm) of at Laval University.

- BoD Members agreed that this principle would be useful to direct resources towards aligned initiatives
- A better understanding of how this approach would be carried out in terms of budgetary management will need to be further discussed and documented accordingly.

### C. Budget discussion

(1) Prof. Godefroy presented a document outlining a proposed GForSS budget for 2021. Sources of income included the Arab Codex Initiative (145 800 \$CAD), possible training initiatives (10 000 \$CAD) and event organization (5 000 \$CAD)

(2) BoD members offered the following comments:

- The expense item "Symbolic honorarium of members of Board of Directors" was accepted by the meeting participants, and it is considered in the organization's by-laws. This honorarium does not intend to compensate for a member's time, and will be divided evenly among BoD members. A member may decide to use this honorarium for different purposes (e.g. return to GForSS reserve, pay for attendance of a member or scientist to an event)
- The expense item "Support to PARERA: Trust Fund - Research and Data Collection in Food Regulatory Science / Scholarships / Support to Research Studies Design and Implementation" will be further discussed in an upcoming meeting, as part of the budget discussion.
- The budget structure will be revised by Greg Paoli and Prof. Godefroy in order to include a reserve. This reserve will ideally represent the organization's annual operating funds, and may be built through transfers from the annual income (10-15%)

- It was agreed that expenses should be separated in “operating funds” and “initiative-driven expenses” in order to clearly differentiate between the organization’s regular operating funds and those related to specific initiatives
- The updated budget will be discussed at an upcoming meeting

#### D. Discussion of possible early deliverables

(1) Prof. Godefroy presented a document outlining potential early deliverables that GForSS could address, in the context of the Arab Codex Initiative. These were categorized as:

- Knowledge generation / dissemination, related to risk analysis and Codex
- Network development, in the Arab and African regions
- Event organization, e.g. webinars / conferences

(2) BoD Members offered the following comments:

- Although the USDA agreement does not specifically require these outputs, they are the means to achieve the project’s goals (i.e. preparation of the Arab region’s position in Codex meetings). Scientific evidence, in the form of exposure assessments for example, to support a country’s position or a country’s input into calls of data made in the context of a standards development, would be particularly relevant.
- The risk communication component should be added to these activities, as risk assessment results are often hard to understand in a practical way
- The Arab region could certainly benefit from capacity building initiatives in risk assessment, consumption surveys, TDS, food legislation and regulation, among others

#### E. Remaining Agenda items

It was decided that:

- Agenda items E, F and G, which were not discussed during this meeting due to time constraints, will be discussed during an upcoming Executive Board meeting
- A revised version of the budget will be presented and discussed during the next Executive Board meeting
- The next meeting of the Executive Board will be held on **23 February 2021** at 6:30 Quebec / 11:30 Dublin / 12:30 Paris / 19:30 Beijing time.

#### F. Adjournment

The meeting was adjourned at 7:30 Quebec City time.

Adoption during February 23<sup>rd</sup> Meeting - Adopted by a Unanimous vote (6 votes of all present – 1 regret)

#### EXECUTIVE SECRETARY VALIDATION

*Joyce Haddad, Fan Yongxiang, Rashed Al-Arfaj*