



## BOARD OF DIRECTORS – RECORD OF DECISIONS

18 January 2024

7:00 AM – 7:55 AM Quebec City Time

### Zoom Call Details

<https://us06web.zoom.us/j/87842968313?pwd=PXGuTR2B9kyfoSWSoON9xw0n9xkUg3.1>

Meeting ID: 878 4296 8313

Passcode: 633887

### PARTICIPANTS

Name	Officer / Function	Present	Regrets
Dr. Pamela Byrne	Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Junshi Chen	Honorary President	<input type="checkbox"/>	Absent with regrets
Prof. Samuel Godefroy	President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Joyce Haddad	Executive Secretary	<input type="checkbox"/>	Absent with regrets
Ms. Nuri Gras	Chile	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Wiem Guissouma	Tunisia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Zeinab Bouchiki	Morocco	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Kaushik Banerjee	India	<input type="checkbox"/>	Absent with regrets
Dr. Scott Crerar	Australia	<input type="checkbox"/>	Absent with regrets
Mr. Greg Paoli	Canada	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## PROPOSED AGENDA

Item	Participants
A. Review of the Agenda	All
B. Review and Approval of 15 December 2023 Record of Decisions	All
C. Review of draft financial statements for 2022 prior to adoption	Prof. Samuel Godefroy and all
D. Updates on operational requirements for the upcoming period	Prof. Samuel Godefroy and Members for Questions
E. Election of vacant positions of officers	All
F. Organization of the General Assembly	All
G. Adjournment	

## MEETING DISCUSSION HIGHLIGHTS

### A. Review of the Agenda

The meeting started at 7:00 AM Quebec time.

Quorum was confirmed.

Dr. Pamela Byrne made the resolution for approval, seconded by Mrs Nuri Gras Rebolledo.

The agenda were reviewed and unanimously approved.

### B. Review and Approval of 15 December 2023 Record of Decisions

After the RoD review, Dr. Pamela Byrne raised the necessity of ongoing monitoring for agreements and ongoing initiatives within GForSS. The focus is on ensuring these arrangements align with expectations and addressing issues promptly to safeguard GForSS's reputation.

Dr. Wiem Guissouma made the resolution for approval of the records of decision, seconded by Mrs Nuri Gras Rebolledo.

The records of decisions of the meeting of 15 December 2023 were unanimously approved.

### C. Review of draft financial statements for 2022 prior to adoption

Professor Samuel Godefroy sought the postponement of this agenda item, to enable the accounting firm to finalize their work, currently undergoing review and to better coordinate with Mr. Greg Paoli, Treasurer of the organization

#### D. Updates on operational requirements for the upcoming period

##### *Agreement between GCI and GForSS*

Professor Samuel Godefroy delivered an update on back-office support, highlighting the initiation of an office in Cairo managed by the FoodRegsci group, to provide operational assistance to GForSS. The reason for choosing Cairo lies in its strategic location, cost-effectiveness, and availability of skilled professionals, especially relevant for initiatives in the Middle East and the GCC areas.

Professor Samuel Godefroy suggested initiating the creation of an agreement between GForSS and the Foodregci group, specifically addressing the potential role of the Cairo office in supporting back-office operations. He emphasized that the board would autonomously engage in discussions and make decisions concerning the agreement's specifics, encompassing duties, deliverables, costs, and accountability requirements.

Dr. Pamela Byrne acknowledged Professor Samuel Godefroy's efforts in recognizing the necessity for back-office support, underscoring its vital role as the driving force behind GForSS's objectives. She proposed that the two vice presidents engage in a discussion, specifically concentrating on accountabilities, while also emphasizing the importance of addressing costs, legal matters, and contractual arrangements.

Mr. Greg Paoli proposed utilizing the financial statements as source of information to identify the costs that should be covered by the back-office service delivery agreement. This information, once extracted could be shared with the board members, providing a foundation for the review of the services needed and their associated costs.

Professor Samuel Godefroy recommended the formation a small committee, consisting of the two Vice Presidents and the Treasurer, to support setting the requirements of the Back-office support needed.

Mr. Greg Paoli added that Prof. Godefroy, and his team having been the key operators of the Back Office Support of GForSS would be in a better position to identify the needed services.

A middle approach was agreed upon, which includes:

- ❖ the development of a set of functions that should be covered by a BackOffice Service delivery contract, under the responsibility of Prof. Godefroy and his team,
- ❖ A committee of the two VPs and the Treasurer would work towards establishing the terms of the contracts between Foodregsci and GForSS, excluding Prof. Godefroy from the decision-making to enable the management of conflict of interest, in view of the ties of Prof. Godefroy to the Foodregci group.

##### *Steps towards MoU between GForSS and African Union Commission*

Professor Samuel Godefroy provided an update on ongoing activities, particularly discussions with the African Union Commission (AUC) for a potential collaboration. This collaboration may result in a Memorandum of Understanding (MoU) between the AUC and GForSS . The focus is on leveraging previous work carried out by GForSS to support the African Food Regulatory Authorities Forum (AFRAF) and the continued interest by GForSS to play a leading role in enabling the operationalization of the Food Safety Agency.

Informal discussions with the African Union Commission members have indicated openness to a incremental collaboration, with the possible formalization of an agreement. Professor Samuel Godefroy plans to develop a letter to the AUC, outlining the discussions and progressing toward a draft MoU between the two organizations.

#### **E. Election of vacant positions of officers**

Professor Samuel Godefroy underscored the correction from "election" to "appointment" for vacant officer positions, referring to Section 11 in GForSS's bylaws. He clarified that this section specifically pertains to the appointment of officers. In presenting Section 11, he emphasized the chance to fill vacant positions, specifically for the roles of vice president and executive secretary. While Mrs. Nuri Gras Rebolledo has expressed interest in the position of vice president, there have been no expressions of interest for the executive secretary role.

*The board voted on the appointment of the new Officers of GForSS:*

❖ Mrs Nuri Gras Rebolledo as Vice-president:

Dr. Pamela Byrne made the resolution for approval, seconded by Mr. Greg Paoli.

Endorsed unanimously by the participating members of the board.

❖ Dr. Wiem Guissouma as executive secretary:

Ms. Zeineb Elbouchikhi made the resolution for approval, seconded by Dr. Pamela Byrne.

Endorsed unanimously by the participating members of the board.

#### **F. Organization of the General Assembly**

Professor Samuel Godefroy proposed conducting the board's annual meeting virtually in early March, and further discussion on this matter will take place in the upcoming meeting.

#### **G. Adjournment**

The Board meeting was concluded at 7:55 AM Quebec local time.