



SOCIETY FOR VETERINARY EPIDEMIOLOGY AND PREVENTIVE MEDICINE

2024 PRE-CONFERENCE COMMITTEE MEETING MINUTES (No. 120)

Date: Tuesday 19 March 2023
Time: 13.00 – 18.00
Location: Swedish Veterinary Agency (SVA), Uppsala, Sweden

1. Apologies for absence

No apologies.

2. Minutes of previous meetings:

2.1. Meeting 119 – Fall meeting, 18th September 2023 Online

Approved.

3. Matters arising from previous meetings:

3.1. Gareth Davies passing – Fraser to open the final keynote with Dave and say a few words.

Fraser won't join, Dave will say a few words before the closing keynote.

4. The 2024 Conference

4.1. Conference management and organisation

JF and FD presented an overview of how things are going. We will have folders this year instead of conference bags.

4.2. Payment, registration and sponsorship (incl. discussion on free registrations)

Sponsorship – we have a healthy sponsorship this year, partly because of the city of Uppsala, who requested to make a speech during the dinner. Elsevier became a sponsor and we should aim to reach out to them every year. They bought a page in the programme book instead of setting up a stand.

4.3. Young research event

Organized by SLU at a sports bar in town.

4.4. Registrations

182 paying attendants, 203 registrations total.

4.5. Workshops

Confidently interpreting confidence intervals using confidence interval functions	LM, EF
Risk assessment with R and QuantRRA	TV
Ecological niche modelling and risk mapping with Maxent	KS
Gamification in education of veterinary epidemiology – the Outbreak Investigation Game	DB, PR
Genomic clues to epidemic stories: exploring disease dynamics with phylodynamics	LC
Interactive and social learning applied to one health challenges: when and how to use them?	CG

4.6. Opening of the conference

DB to open the conference, present the keynote, and JF to pass on housekeeping messages after the keynote.

4.7. Poster session, prizes, presentations

94 posters.

Will need to be set up during lunch time on Wednesday, because one of the workshops takes some of the space where the posters will be. They are numbered and a list of all of them is in the conference folder.

Scoring: Needs to be done before Thursday lunch. Locksley, Carla, Luis, Katja CG and KS taking the 1st half, and LM and LC taking the second half.

4.8. Sessions and coffee breaks

Lunches are standing and mingling, with ready plates (mingle plates)

4.9. Welcome reception

Around the corner from the conference, no schedule or plan – just mingle.

4.10. Gala dinner

Long tables – no dedicated table for the committee.

Someone to sit next to the representant from the city of Uppsala?

We have a tight schedule – main course will be served at 20:30 and prizes will start at 20:50.

Prizes will be paid by bank transfer, the LCO will organize certificates (and maybe a big check?).

We will aim to keep it short – call up each awardee to receive their certificate and take a picture with the president. The sponsors of each prize are welcome to come for the picture as well but we aim for no speeches.

4.11. Bursaries

- Bursary winners, regular bursary – Sebastián Moya, Mehmet Murat Dogusan, Lidiia Moskalenko
- Gettinby bursary winner: Naomi Peter (Kenya)

4.12. Proceedings editing

- Edited by TV, checked by PR

All done on time and went well, Hands-Herman to be acknowledged.

Suggested that we send presenters not only the instructions and the templates, but also an example. FD used one from a previous year that we know has been fully edited. It should be used consistently by all chairs. All chairs were urged to be more attentive to it next year so that it is more homogeneous without too much work from the JVP.

Dealing with issues for which we don't have guidelines – papers that don't fit the structure of the template, equal contributions from multiple authors etc. DB suggested that we can't have a template that accounts for all exceptions. We should continue use the template and discuss exceptions upon request/need.

4.13. Website

Possibility to reuse the website from year to year? Depends on the PCO, as it is also linked to the registration payment system. So far we have just pointed the PCO to the previous year's to reuse as much as possible. The PCOs usually want to take care of it themselves. We can just leave it up to each PCO to decide.

4.14. Conference feedback questionnaire

We decided NOT to send the questionnaire before the conference is over. We will review the questionnaire and send it out during or right after the post conference meeting.

Action: PR to send a link to DB to review and prepared as a 2023 form.

Action: PCO to send an email to all attendees on Friday afternoon.

4.15. Other conference business

Each workshop was offered a room and basic AV (screen), but no extra options that would incur costs.

There will be a charging table at the back of the main plenary room.

5. AGM arrangements

5.1. *Agenda and SOP (review power point together)*

5.2. *Changes to the constitution*

5.3. *Nominations for officers and committee members*

- Nominations received: Jonas Brock, Carla Gomes, Ane Nodtvedt
- Co-opt Jana Schulz (Berlin 2025?)

The committee agrees to co-opt Jansa Schulz form the post conference meeting

5.4. *Nomination for life membership*

- Lis Alban

5.5. *Auditors*

Two nominated, see SOP.

6. Number of ordinary members

(see Treasurer's report)

7. President's report

(see AGM SOP)

Fraser proposed that for future conferences we could stream or record the Gareth Davies lecture. These could be made available on the website.

The committee agrees that it is worth trying, but for people to watch it should be done with good quality, and harmonised. The committee suggests that we try for the next year using a low budget option – for instance students who volunteer to do it, possibly for a small compensation.

Action: try for Berlin, and if it goes well, document in the Handbook. Also document the costs and follow views to see if it was worth it, before deciding for London.

8. Secretary's report

(see AGM SOP)

9. Treasurer's report

(see AGM SOP)

Comment from auditors that there could be questions about the zero balance for the Toulouse conference. The committee is united in the view that this was of our own encouraging, as the previous discussion had rather been that it would look bad on the society to keep accumulating profit with the conference. It is now agreed and documented on the handbook that conferences should aim for a small profit, so that in the worst case we break even, but don't risk losing money.

DB points out that the London conference organization is already now in need of about 20K in deposits. We need enough funds to cover the deposits of 2 conferences, plus a buffer to cover the risk of last minute conference cancellation due to major forces.

TV raises the question of whether we should try to spend any profits by upgrading the conference options during the conference, once it is clear that there is budget for it while still breaking even. The general agreement of the committee is to "share the profit" – use some to upgrade the conference but still keep some profit for the society. We can aim to use money available to support in even more ways activities similar to the bursary for instance.

EF reports that we are simplifying the accounts, and a UK address is needed for a saving accounts in the UK. Does the Society have one? DB reports that this has generally been linked to the address of the treasurer, who in the past has always been based in the UK.

Action: DB will help EF to try and use RVC as a UK base for the account.

10. Developments related to future conferences

10.1. *Berlin 2025*

Jana to join the post conference meeting. She will present the budget.

Dates, venue and dinner venue settled, working with a PCO. The PCO has not request that we upfront the money for any deposits.

10.2. London 2026

Co-opted member? DB deciding with his team.

11. Preventive Veterinary Medicine special issue

2023: Editorial published 2 weeks before conference, 10 from 13 submitted.

2024: only 8 authors interested

Approach Elsevier about a discounted price for open access? Most didn't think this is a limiting factor, and are happier for maintaining the sponsorship to the conference.

Action: Secretary to highlight in the AGM that PVM has improved the process a lot, and encourage submissions.

Action: chairs to contact speakers and ask for feedback on why they chose not to submit.

12. Any other business

12.1. Handbook – finalize reviews and comments.

New secretary will clean it up and document as a version. FD brought to discussion whether we should keep a version always online, and keep it as a "live document".

Things that change often – lost of posters, winners, etc should be kept as own documents.

Action: the new secretary and the website steward will organize the documents. The working suggestion is to keep live versions of the documents (handbooks and some main attachments representing the lists that get updated every year), and the secretary downloads and documents the versions once a year.

It is suggested to create a SVEPM google account with the login assigned as a responsibility to one of the committee members (secretary?), so that it is not personal.

13. Date and venue of next meeting

Post-conference, Friday after lunch.

Fernanda Dórea
Honorary Secretary

CIRCULATION

Senior V-P	Philip Robinson (PR)	Committee members	Luis Pedro Carmo (LC)
President	Dave Brodbelt (DB)		Katja Schulz (KS)
Junior V-P	Timothée Vergne (TV)		Carla Gomes (CC)
Honorary Treasurer	Egil Fischer (EF)		Locksley Messam (LM)
Honorary Secretary	Fernanda Dórea (FD)	Co-opted members	Jenny Frössling